



Republic of the Philippines  
**DEPARTMENT OF AGRICULTURE**  
**NATIONAL TOBACCO ADMINISTRATION**

3<sup>rd</sup> & 4<sup>th</sup> Floors, Ben-Lor Building, 1184 Quezon Ave., Quezon City  
02) 8374-3987 / Fax. No. (02) 8374-2505 / website: nta.da.gov.ph  
**ISO 9001: 2015 QMS CERTIFIED**

**OFFICE OF THE NTA GOVERNING BOARD**

**MINUTES OF THE ONE HUNDRED AND THIRTY-EIGHTH (138<sup>TH</sup>) REGULAR MEETING OF THE NTA GOVERNING BOARD HELD AT THE BOARD ROOM, 3/F BEN-LOR BUILDING, 1184 QUEZON AVENUE, QUEZON CITY 19 JANUARY 2021**

**Present:**

<b>Secretary WILLIAM D. DAR, PhD.</b>	-	Department of Agriculture and Chairman, NTA Governing Board
<b>Adm. ROBERT VICTOR G. SEARES, JR.-</b>		Vice-Chairman of the Board Administrator/CEO
<b>Dir. RODOLFO F. SALANGA</b>	-	Member, Manufacturing Sector
<b>Dir. WILFREDO C. MARTINEZ</b>	-	Member, Tobacco Farmers Sector
<b>Dir. NESTOR C. CASELA</b>	-	Member, Academic Community Sector
<b>Dir. TEOFILO R. QUINTAL</b>	-	Member, Tobacco Farmers Sector
<b>Dir. DANILO C. TRONGCO</b>	-	Member, Tobacco Farmers Sector
<b>Dir. WILSON R. VICTORIO</b>	-	Member, Trader/Exporter Sector

**Others Present:**

<b>Atty. ROHBERT A. AMBROS</b>	-	Dept. Manager III, Regulation Dept. and Acting Board Secretary
<b>Arch. ZURIEL P. LA TORRE</b>	-	Z.P. La Torre Architectural Design
<b>Arch. MATIAS DEMILLO, JR.</b>	-	-do-
<b>Arch. TAKERU BADIDLES</b>	-	-do-
<b>Atty. JUNFRED V. PARADO</b>	-	Legal Consultant, Office of the Adm.
<b>Mr. RAMON R. MUNCAL</b>	-	Stenographer II

**HIGHLIGHTS OF THE MEETING**

**I. OPENING PRAYER**

Atty. Parado led the opening prayer.

**II. CALL TO ORDER**

Honorable DA Secretary William D. Dar, Chairman of the NTA Governing Board and Presiding Officer, called the meeting to order at 2:00 P.M.

**III. ACKNOWLEDGMENT OF THE PRESENCE OF THE APPOINTIVE DIRECTORS AND DETERMINATION OF QUORUM**

The Acting Board Secretary declared a quorum for the meeting with the presence of majority of the Members of the NTA Governing Board, to wit:

- 1. Secretary WILLIAM D. DAR;**
- 2. Administrator/CEO ROBERT VICTOR G. SEARES, JR.;**
- 3. Director RODOLFO F. SALANGA;**

4. Director WILFREDO C. MARTINEZ;
5. Director TEOFILO R. QUINTAL;
6. Director NESTOR C. CASELA;
7. Director DANILO C. TRONGCO; and
8. Director WILSON R. VICTORIO.

Other NTA officials present were likewise recognized.

IV. **APPROVAL OF THE AGENDA OF THE ONE HUNDRED AND THIRTY-EIGHTH (138<sup>TH</sup>) REGULAR MEETING OF THE NTA GOVERNING BOARD HELD THIS 19 JANUARY 2021 AT THE BOARD ROOM, 3/F BEN-LOR BUILDING, 1184 QUEZON AVENUE, QUEZON CITY**

Secretary Dar presented the Agenda for the 138<sup>th</sup> Regular Meeting for the consideration of the members of the board. He proposed to include in the Agenda as Other Matters pertaining to the appointment of Board Secretary. He then asked for the approval of the Agenda, as amended.

Hearing none and on motion of Dir. Quintal, duly seconded by Dir. Casela, the board adopted the following resolution, to wit:

**RESOLUTION NO. 2038-2021**

“BE IT RESOLVED, AS IT IS HEREBY RESOLVED, that the NTA Governing Board approves the Agenda for the One Hundred and Thirty-Eighth (138<sup>th</sup>) Regular Meeting of the NTA Governing Board, as amended, held this 19 January 2021 at the Board Room, 3/F Ben-Lor Building, 1184 Quezon Avenue, Quezon City.

**UNANIMOUSLY APPROVED.....”**

V. **FOR APPROVAL/CONFIRMATION/CONSIDERATION:**

A. **MINUTES OF THE ONE HUNDRED AND THIRTY-SEVENTH (137<sup>TH</sup>) REGULAR MEETING OF THE NTA GOVERNING BOARD HELD ON 16 DECEMBER 2021 AT THE BOARD ROOM, 3/F BEN-LOR BUILDING, 1184 QUEZON AVENUE, QUEZON CITY**

Secretary Dar presented the Minutes of the 137<sup>th</sup> Regular Meeting held on 16 December 2020 for review and comment. He reiterated that, as per policy adopted by the NTA Governing Board, the minutes may still be amended upon submission of the proposed revisions within five (5) days from approval.

There being no comment to the minutes, Dir. Casela moved for its approval. Dir. Quintal seconded the motion. The board then adopted the following resolution, to wit:

**RESOLUTION NO. 2039-2021**

“BE IT RESOLVED, AS IT IS HEREBY RESOLVED, that the NTA Governing Board approves the Minutes of the One Hundred and Thirty-Seventh (137<sup>th</sup>) Regular Meeting of the NTA Governing Board, held on 16 December 2020 at the Board Room, 3/F Ben-Lor Building, 1184 Quezon Avenue, Quezon City.

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**B. MATTERS ARISING FROM THE MINUTES OF PREVIOUS MEETINGS**

**1. SUSTAINABLE TOBACCO ENHANCEMENT PROGRAM (STEP)**

Vice-Chairman Seares, Jr., informed the board that the NTA Management is currently revising the STEP as per suggestions from the Honorable Chairman.

Secretary Dar reported that his group visited the different tobacco growing areas at Sta. Maria, Ilocos Sur and met with the tobacco farmers group of Brgy. Silag. He said that a number of ideas cropped-up during the dialogue which can be included in the STEP, such as: Solar-Powered Curing Barns, Small Water Impounding Project, Rain Water Collector System, Grid Irrigation System, Development of Distribution Canals of Existing Irrigation Systems and Drip Irrigation System, if possible.

He asked the Administrator if Mr. Cesar Sambrana has rendered his report on the farmers' dialogue. Vice-Chairman Seares, Jr. replied that he already spoke with Mr. Sambrana and he asked the latter to personally report to the Central Office to discuss the concerns of the farmers for inclusion in the final output of the STEP.

Secretary Dar thanked Vice-Chairman Seares, Jr. for endorsing the STEP particularly the block farming to achieve farm levelling. He also suggested that NTA should get the support from the Regional Development Councils, the LGUs/politicians and the Office of the President, prior to submission to the DBM. He expects that the final STEP will be finished within the end of January and, if possible, to include pictures and professionally published.

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**2. CHICKEN LAYER "EGG MACHINE" ASSISTANCE PROJECT**

Vice-Chairman Seares, Jr. reported that Dr. Mikael Crisologo, Consultant of the NTA-Kadiwa, is revising the project proposal as per comments from the Honorable Secretary.

Secretary Dar recalled that he was able to talk with Dr. Crisologo during his visit at the NTA-Kadiwa, Narvacan, Ilocos Sur. He asked the NTA Management for confirmation if the budget of NTA-Kadiwa has been increased as represented by Dr. Crisologo. Vice-Chairman Seares Jr. confirmed that there is an additional budget of Php10 Million for the NTA-Kadiwa for the implementation of the Egg Machine Project.

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**3. INCREASE OF SUBSIDY TO 40% FOR THE TOBACCO FARM MECHANIZATION PROJECT (TFMP)**

Vice-Chairman Seares, Jr., reported to the board that the implementing guidelines for the TMFP was revised as per approved increase of subsidy and was circularized to all branch offices for implementation.

Secretary Dar instructed the NTA Management to study and recommend the possible provision of farm machineries for free or increase the percentage of subsidy, as requested by the farmers group of Silag, Sta. Maria, Ilocos Sur, for implementation in the next tobacco season.

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1                   **4.     NTA PERFORMANCE SCORECARD FOR FY 2021**

2  
3                   Administrator Seares, Jr., reported that the NTA has submitted to the GCG the  
4                   NTA Performance Scorecard for FY 2021, together with the Board Resolution  
5                   approving the same.  
6  
7

8                   **5.     NTA REPRESENTATIVES FOR THE 2020 GCG STAKEHOLDERS**  
9                   **SURVEY**

10  
11                   Administrator Seares, Jr., also reported that Ms. Fortuna C. Benosa and Atty.  
12                   Rohbert A. Ambros had already accomplished and submitted the survey  
13                   questionnaires to the GCG.  
14

15  
16                   **6.     SUPPLY AND DELIVERY OF FARM TRACTORS AND POWER**  
17                   **TILLERS**

18                   Administrator Seares, Jr., informed the board that the deliveries of farm tractors  
19                   and power tillers to the different branch offices are still on-going.  
20

21                   Secretary Dar suggested for NTA to study and recommend the inclusion of rice  
22                   straw spreading and plowing as additional component in the next procurement of  
23                   similar farm equipment.  
24

25  
26                   **7.     AUTHORITY TO ISSUE NOTICES OF AWARD FOR THE PROJECTS:**  
27                   **A) DEMOLITION OF OLD NTA BUILDING, AND B) DETAILED**  
28                   **ARCHITECTURAL AND ENGINEERING DESIGN**

29  
30                   Administrator Seares, Jr., reported the board that he has issued the Notices of  
31                   Award to the winning bidders for the above projects and the contract  
32                   implementation is now on-going.  
33

34  
35  
36                   **C.     INITIAL PRESENTATION OF THE DETAILED ARCHITECTURAL AND**  
37                   **ENGINEERING DESIGN (DAED) OF THE 15-STOREY NTA CENTRAL**  
38                   **OFFICE BUILDING WITH COMMERCIAL FACILITIES AND PENTHOUSE**

39                   Arch. La Torre presented to the board the floor plans of the proposed 15-storey  
40                   NTA Building prepared by his group. He likewise presented to the board the  
41                   walk-through video on how the new NTA building will look like.  
42

43                   Secretary Dar commented that the presentation was good as the proposed  
44                   building adopts the green technology and includes urban agriculture. He  
45                   suggested that the design should include the following:  
46

- 47                   a. incorporate vertical farming;  
48                   b. showcase seedbedding and tobacco production technology;  
49                   c. adopt the solar-power generation technology to be able to save from  
50                   electric consumption;  
51                   d. provide 3 or 4-star accommodation rooms for guests where regional  
52                   staff can stay while travelling in Metro Manila;  
53                   e. the Office of the Chairman should be adjacent to the Office of the  
54                   Board Secretary and Staff and accessible to the board room; and  
55                   f. the logo at the frontage should adopt the recommended logos for DA  
56                   attached agencies.  
57



1 There being no further comment, the board unanimously adopted the following  
2 resolution, to wit:  
3

4 **RESOLUTION NO. 2040-2021**

5  
6 “BE IT RESOLVED, AS IT IS HEREBY RESOLVED,  
7 that the NTA Governing Board duly notes the initial presentation  
8 of the Detailed Architectural and Engineering Design (DAED) by  
9 Z.P. La Torre Architectural and Engineering Consultants subject  
10 to amendments/revisions as suggested by the Board.  
11

12 **UNANIMOUSLY APPROVED.....”**  
13 -----  
14

15 **D. CONFIRMATION OF THIRTEEN (13) PROMOTIONAL/ORIGINAL**  
16 **APPOINTMENTS TO VACANT POSITIONS**

17 Vice-Chairman Seares, Jr., requested from the Honorable Chairman and  
18 Members of the Board for the confirmation of thirteen (13) appointments to  
19 vacant positions.  
20

21 On motion of Dir. Quintal, duly seconded by Dir. Salanga, the board adopted the  
22 following resolution, to wit:  
23

24 **RESOLUTION NO. 2041-2021**

25  
26 “BE IT RESOLVED, AS IT IS HEREBY RESOLVED,  
27 that the NTA Governing Board confirms the appointment of the  
28 following appointees to vacant positions, to wit:  
29  
30

Name	FROM			TO		
	Old Position	SG	Station	New Position	SG	Station
1. JUN FRED V. PARADO	Job Order Hiree	n/a	Office of the Administrator	Attorney V	25	Office of the Administrator
2. FELISA R. AURELLANO	Project Development Officer IV	22	Farm Technology and Services Department	Chief Tobacco Production and Regulation Officer	24	Farm Technology and Services Department
3. DIOSDADO L. MADULI	Supervising Tobacco Production and Regulation Officer	18	Vigan Branch Office	Chief Agriculturist	24	Vigan Branch Office
4. DIVINA D. PAGDILAO	Agriculturist II	15	Ilocos Norte Branch Office	Supervising Tobacco Production and Regulation Officer	22	Ilocos Norte Branch Office
5. SATURNINO A. AGATEP	Tobacco Production and Regulation Officer III	15	Ilocos Norte Branch Office	Senior Production and Regulation Officer	18	Ilocos Norte Branch Office

6. <b>CYRUS RAYMOND C. OLIVENZA</b>	Job Order Hiree	n/a	Industrial Research Department	Science Research Specialist II	16	Industrial Research Department
7. <b>ROMEL E. CALAUTIT</b>	Agriculturist I	11	Ilocos Norte Branch Office	Tobacco Production and Regulation Officer III	15	Ilocos Norte Branch Office
8. <b>ELMERANTE A. GINEZ</b>	Agriculturist I	11	Cagayan Branch Office	Cashier II	14	Cagayan Branch Office
9. <b>NASSER JOHN F. RAGASA</b>	Job Order Hiree	n/a	Vigan Branch Office	Tobacco Production and Regulation Officer I	11	Vigan Branch Office
10. <b>LEAZYL V. CASAURAN</b>	Job Order Hiree	n/a	Ilocos Norte Branch Office	Tobacco Production and Regulation Officer I	11	Ilocos Norte Branch Office
11. <b>LIEZEL MARGARETTE R. GUZMAN</b>	Job Order Hiree	n/a	Vigan Branch Office	Computer Operator II	9	Vigan Branch Office
12. <b>JAYSON DARWIN T. LEONES</b>	Job Order Hiree	n/a	Isabela Branch Office	Driver II	4	Isabela Branch Office
13. <b>RAYMOND M. MARZAN</b>	Job Order Hiree	n/a	Administrative Department	Reproduction Machine Operator II	4	Administrative Department

UNANIMOUSLY APPROVED.....”

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**E. APPROVAL OF THE CY 2021 NTA AUDIT PLAN**

Secretary Dar inquired if the subject Audit Plan was studied by the appropriate committee of the board. Dir. Salanga confirmed that the matter was already discussed by the Committee on Board Audit and Finance.

Dir. Salanga then moved for the approval of the above matter. Dir. Victorio seconded the motion. The board then adopted the following resolution, to wit:

**RESOLUTION NO. 2042-2021**

**“BE IT RESOLVED, AS IT IS HEREBY RESOLVED,**  
that the NTA Governing Board approves the CY 2021 NTA Audit Plan as duly passed upon and recommended by the Committee on Board Audit and Finance.

UNANIMOUSLY APPROVED.....”

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1 VI. OTHER MATTERS

2  
3 A. APPOINTMENT OF BOARD SECRETARY

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5 In order for the Acting Board Secretary, Atty. Ambros, to be freed from his  
6 additional duties as such and allow him freedom to do his regular duties and  
7 responsibilities, Secretary Dar endorsed Mr. Rex Antonio P. Teoxon as Board  
8 Secretary V.

9  
10 Dir. Salanga moved for the approval of the endorsement of Mr. Teoxon with the  
11 condition that he will report daily to the NTA. Dir. Casela seconded the motion.  
12 There being no further comment, the board adopted the following resolution, to  
13 wit:

14  
15 RESOLUTION NO. 2043-2021

16  
17 "BE IT RESOLVED, AS IT IS HEREBY RESOLVED,  
18 that the NTA Governing Board confirms the appointment of Mr.  
19 Rex Antonio P. Teoxon as Board Secretary V whose status  
20 shall be co-terminus with the tenure of the board.

21  
22 RESOLVED, FURTHER, that Mr. Texon shall report daily  
23 to the NTA effective upon issuance of his appointment and  
24 assumption of his duties and responsibilities.

25  
26 UNANIMOUSLY APPROVED....."  
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28  
29 B. REPORT ON TOBACCO TRADING OPERATIONS

30  
31 Secretary Dar instructed the NTA Management to render a report in the next  
32 board meeting in the monitoring of buying prices of tobacco for the tobacco  
33 trading season.  
34 -----

35  
36 C. NTA-KADIWA NI ANI AT KITA

37  
38 Secretary Dar commended the NTA for its NTA-Kadiwa Project at Narvacan,  
39 Ilcoos Sur. He said that the meat processing plant was very good and he  
40 wanted the NTA to invest more in the said project to be able to help in  
41 augmenting the supply of pork meat for Metro Manila. He said that the DA  
42 Regional Office can help in transporting the meat products in addition to the  
43 existing refrigerated van of the NTA. He said that the Php10 Million additional  
44 fund is not enough. He also recommended that NTA should coordinate with the  
45 Regional AFMA office in Region 1 in identifying swine raisers as sources of  
46 hogs.

47  
48 Dir. Salanga said that the NTA allocated the amount of Php10 Million for the  
49 NTA-Kadiwa under its FY 2021 Corporate Operating Budget. However, he said  
50 that the NTA will request from the DBM for additional funding.

51  
52 Vice-Chairman Sears, Jr., expressed his appreciation to Secretary Dar and he  
53 assured the latter that he will exert is effort in requesting for additional funding  
54 from the DBM given the demand on pork meat.  
55 -----  
56


1 **VII. ADJOURNMENT**

2  
3 There being no other matter to be taken up, and upon motion of Dir. Quintal,  
4 duly seconded by Dir. Salanga, the meeting was officially adjourned at 3:00 P.M.  
5  
6 -----

7 **PREPARED AND CERTIFIED CORRECT:**

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9   
10 **ATTY. ROBERT A. AMBROS**  
11 Acting Board Secretary

12 **ATTESTED:**


13  
14   
15 **Hon. WILLIAM D. DAR, Ph.D.**  
16 Secretary, Department Agriculture  
17 and Chairman, NTA Governing Board

18 DEPARTMENT OF AGRICULTURE  
19   
20 in replying pls cite this code :  
21 For Signature: S-02-21-0371  
22 Received : 02/16/2021 08:57 AM


23 **Hon. ROBERT VICTOR G. SEARES, JR.**  
24 Administrator/CEO  
25 and Vice-Chairman, NTA Governing Board


26  
27   
28 **Hon. RODOLFO F. SALANGA**  
29 Appointive Director, Tobacco Manufacturing Sector

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31   
32 **Hon. WILFREDO C. MARTINEZ**  
33 Appointive Director, Tobacco Farmers Sector

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36 **Hon. NESTOR C. CASELA**  
37 Appointive Director, Academic Community Sector

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39   
40 **Hon. TEOFILO R. QUINTAL**  
41 Appointive Director, Tobacco Farmers Sector

42  
43   
44 **Hon. DANILO C. TRONGCO**  
45 Appointive Director, Tobacco Farmers Sector

46  
47  
48   
49 **Hon. WILSON R. VICTORIO**  
50 Appointive Director, Tobacco Traders/Exporters Sector



**OFFICE OF THE NTA GOVERNING BOARD**

**MINUTES OF THE ONE HUNDRED AND THIRTY-NINTH (139<sup>TH</sup>) REGULAR MEETING OF THE NTA GOVERNING BOARD HELD AT THE BOARD ROOM, 3/F BEN-LOR BUILDING, 1184 QUEZON AVENUE, QUEZON CITY 09 FEBRUARY 2021**

**Present:**

<b>Secretary WILLIAM D. DAR, PhD.</b>	-	Department of Agriculture and Chairman, NTA Governing Board
<b>Adm. ROBERT VICTOR G. SEARES, JR.-</b>	-	Vice-Chairman of the Board and Administrator/CEO
<b>Dir. RODOLFO F. SALANGA</b>	-	Member, Manufacturing Sector
<b>Dir. NESTOR C. CASELA</b>	-	Member, Academic Community Sector
<b>Dir. WILFREDO C. MARTINEZ</b>	-	Member, Tobacco Farmers Sector
<b>Dir. TEOFILO R. QUINTAL</b>	-	Member, Tobacco Farmers Sector
<b>Dir. DANILO C. TRONGCO</b>	-	Member, Tobacco Farmers Sector
<b>Dir. WILSON R. VICTORIO</b>	-	Member, Trader/Exporter Sector

**Others Present:**

<b>Atty. JUNFRED V. PARADO</b>	-	Legal Officer, Office of the Admin.
<b>Ms. PERLA C. MANZON</b>	-	OIC/Manager, Administrative Dept.
<b>Ms. FORTUNA C. BENOSA</b>	-	Manager, Corplan Department
<b>Dr. MIKAEL CRISOLOGO</b>	-	Consultant, NTA-Kadiwa ni Ani at Kita
<b>Mr. RAMON R. MUNCAL</b>	-	Stenographer III
<b>Mr. REX ANTONIO P. TEOXON</b>	-	Corporate Secretary

**HIGHLIGHTS OF THE MEETING**

**I. OPENING PRAYER**

Atty. Jun Fred Parado led the opening prayer.

**II. CALL TO ORDER**

Honorable DA Secretary William D. Dar, Chairman of the NTA Governing Board and Presiding Officer, called the meeting to order at 4:45 P.M.

**III. DETERMINATION OF QUORUM**

The Corporate Secretary declared that, with the presence of all the Members of the NTA Governing Board, there is a quorum for the 139th Regular Board Meeting.



1 **IV. APPROVAL OF THE AGENDA OF THE ONE HUNDRED AND THIRTY-NINTH**  
2 **(139<sup>TH</sup>) REGULAR MEETING OF THE NTA GOVERNING BOARD, HELD IN**  
3 **09 FEBRUARY 2021, AT THE BOARD ROOM, 3/F BEN-LOR BUILDING, 1184**  
4 **QUEZON AVENUE, QUEZON CITY**

5  
6 Secretary Dar presented the Agenda for the 139<sup>th</sup> Regular Meeting for the  
7 consideration of the members of the Governing Board.

8  
9 On motion of Dir. Quintal, duly seconded by Dir. Salanga, the Board adopted the  
10 following Resolution, to wit:

11  
12 **RESOLUTION NO. 2044-2021**

13  
14 **“BE IT RESOLVED, AS IT IS HEREBY RESOLVED,**  
15 **that the NTA Governing Board approves the Agenda for the**  
16 **One Hundred and Thirty-Ninth (139<sup>th</sup>) Regular Meeting of the**  
17 **NTA Governing Board, held in 9 February 2021 at the Board**  
18 **Room, 3/F Ben-Lor Building, 1184 Quezon Avenue, Quezon**  
19 **City.**

20  
21 **UNANIMOUSLY APPROVED.....”**  
22 -----

23  
24 **V. FOR APPROVAL/CONFIRMATION/CONSIDERATION:**

25  
26 **A. MINUTES OF THE ONE HUNDRED AND THIRTY-EIGHTH (138<sup>TH</sup>) REGULAR**  
27 **MEETING OF THE NTA GOVERNING BOARD HELD ON 19 JANUARY 2021**  
28 **AT THE BOARD ROOM, 3/F BEN-LOR BUILDING, 1184 QUEZON AVENUE,**  
29 **QUEZON CITY**

30  
31 Moving on to the Approval of the Minutes of the 138<sup>th</sup> Regular Meeting held on  
32 19 January 2021, Secretary Dar declared that “we will follow our guideline that,  
33 we will approve in principle the Minutes, subject to the submission of corrections  
34 to be given by any member of the Board within five (5) days from now”.

35  
36 There being no comment to the Minutes, Dir. Casela, seconded by Director  
37 Salanga, moved for the approval of the Minutes. The Board then adopted the  
38 following Resolution, to wit:

39  
40 **RESOLUTION NO. 2045-2021**

41  
42 **“BE IT RESOLVED, AS IT IS HEREBY RESOLVED,**  
43 **that the NTA Governing Board approves the Minutes of the One**  
44 **Hundred and Thirty-Eighth (138<sup>th</sup>) Regular Meeting of the NTA**  
45 **Governing Board, held on 19 January 2021 at the Board Room,**  
46 **3/F Ben-Lor Building, 1184 Quezon Avenue, Quezon City.**

47  
48 **UNANIMOUSLY APPROVED.....”**  
49 -----

50  
51 **B. MATTERS ARISING FROM THE MINUTES OF PREVIOUS MEETING**

52  
53 **1. SUSTAINABLE TOBACCO ENHANCEMENT PROGRAM (STEP)**

54  
55 Administrator/CEO Seares, Jr., reported to the Board that, with himself and the  
56 CorPlan as the responsible officials, the revision as instructed by the Secretary  
57 has been referred to the responsible department, the FTSD, which process is  
58 still on-going. Asked by the Secretary to make a final stand on when can the

1 leadership or Management come out with the final revision, the Administrator/  
2 CEO averred and the Secretary agreed that it will be on March 8 (2021).  
3 -----  
4

5 **2. CHICKEN LAYER “EGG MACHINE” ASSISTANCE PROJECT**  
6

7 On the Administrator/CEO’s report that Dr. Mikael Crisologo, Consultant of the  
8 NTA-Kadiwa ni Ani at Kita, is still revising the project proposal/guidelines based  
9 on the comments of the Secretary, the Secretary asked for the timeline for the  
10 revision. The Administrator/CEO replied that it will be the same completion date  
11 as the STEP, March 8, 2021, which the Secretary repeated for emphasis.  
12

13 (At this juncture, the Secretary directed Atty. Parado that as the voice/audio was  
14 not clear, message may be sent through the computer system. Atty. Parado  
15 replied, “Noted, Mr. Chairman”.)  
16 -----  
17

18 **3. INCREASE OF SUBSIDY TO 60% FOR THE TOBACCO FARM  
19 MECHANIZATION PROJECT (TFMP)/FARM TRACTORS**  
20

21 Administrator/CEO Seares, Jr., reported to the Board that with its limited fund,  
22 NTA cannot increase the subsidy at the moment. Subsidy will be increased once  
23 NTA obtains the funding for the STEP.  
24

25 Reiterating the Report of the Administrator/CEO that the subsidy will be  
26 increased once funding shall have been obtained for the STEP, the Secretary  
27 indicated that this idea should already form part of the strategies or arrangement  
28 to be put in place in the revision of the STEP, then, accordingly, it is  
29 implemented.  
30

31 Dir. Salanga informed that this has been discussed in the Committee Meeting  
32 yesterday. Acknowledged as a motion by the Secretary, Dir. Casela seconded  
33 the motion, when same was asked. The Board then adopted the following  
34 Resolution, to wit:  
35

36 **RESOLUTION NO. 2046-2021**  
37

38 **“BE IT RESOLVED, AS IT IS HEREBY RESOLVED,**  
39 **that the NTA Governing Board approves that the proposed**  
40 **increase in subsidy to 60% for the Tobacco Farm Mechanization**  
41 **Project/ Farm Tractors, will already be incorporated into the**  
42 **revised STEP.”**  
43

44 **UNANIMOUSLY APPROVED.....”**  
45  
46 -----  
47

48 **4. DETAILED ARCHITECTURAL AND ENGINEERING DESIGN (DAED)**  
49

50 Administrator/CEO Seares, Jr. reported that the NTA, in consultation with the  
51 designer, is on top of the only remaining problem/issue, which is the positioning  
52 of the offices. When asked whether what he heard that the DAED will be ready  
53 on or before the end of March, the Administrator/CEO affirmed. March 31, 2021,  
54 therefore, was set as the final date to have the DAED.  
55  
56 -----  
57

1           **5. MONITORING OF BUYING PRICES OF TOBACCO FOR THE**  
2           **TRADING SEASON**

3  
4           The Secretary asked: when is the tripartite arrangement? have we started the  
5           process? when will be the submission? are we done or not yet?  
6

7           Dir. Salanga clarified that NTA has buying and trading this year.  
8

9           The Honorable Secretary advised that while there is a problem because of the  
10          Covid 19, it would be good to set the process in motion earlier. Within the good  
11          process will be the arrangement with all stakeholders. He, therefore, exhorted  
12          for the Administrator/CEO to start the process early so that there will be a better  
13          discussion and early recommendation. The Administrator/CEO affirmatively  
14          answered, "Yes, Sir. Noted".  
15

-----

16  
17          **C. CONFIRMATION OF SIX (6) PROMOTIONAL/ORIGINAL APPOINTMENTS TO**  
18          **VACANT POSITIONS**

19  
20          Administrator/CEO Seares, Jr. reported that upon the examination of the  
21          attached presentation by the OIC/Manager of the Administrative Department,  
22          during the Committee hearing, Dir. Salanga endorsed the confirmation by the  
23          Board of the six (6) appointments to vacant positions.  
24

25          The Administrator/CEO added that, based on Ms. Manzon's report, with the six  
26          (6) appointments, a total of 19 have been completed out of the total of 29 vacant  
27          positions published in November 2020. He added, further, that 76 more vacant  
28          positions were published in January 2021; and, that 19 are being evaluated for  
29          the 11 TPRO I positions for Candon Branch Office. Finally, the OIC/Manager,  
30          herself, volunteered the information that earlier, the Secretary instructed the  
31          Administrative Department to fill up all positions by June 2021.  
32

33          For the confirmation of the six (6) appointments, the Secretary asked whether  
34          there is a shortlist and accompanying summary of service, for them to go  
35          through item by item.  
36

37          With the positive response from the OIC/Manager, the Chairman and the  
38          Members of the Governing Board went through the confirmation process starting  
39          from the highest Salary Grade position, as follows:  
40

- 41          1. **Adonis D. Lazo**, from STPRO (SG18), Permanent, Candon Branch Office to  
42          Chief Agriculturist (SG 24), Permanent, of the same branch, as moved by  
43          Dir. Salanga and seconded by Dir. Casela;  
44
- 45          2. **Marivic G. Espolong**, from Financial Analyst III (SG18), Permanent, Finance  
46          Dept. to Budget Officer IV (SG 22), Permanent, as moved by Dir. Salanga  
47          and seconded by Dir. Trongco;  
48
- 49          3. **Weniefreda V. Fangon**, from TPRO I (SG11), Permanent, Candon Branch  
50          Office to Cashier III (SG18), Permanent, of the same branch, as moved by  
51          Administrator Seares, Jr. and seconded by Dir. Salanga;  
52
- 53          4. **Merilene V. Sansano** from Secretary I (SG7), Permanent, Finance Dept. to  
54          Budget Officer II (SG15), as moved by Dir. Salanga and seconded by Dir.  
55          Quintal;  
56  
57

- 1 5. **Leo C. Rante** from TPRO I, Job-Order Hiree, Candon Branch Office to  
2 Agriculturist I (SG11), of the same branch, as moved by Dir. Salanga and  
3 seconded by Dir. Trongco; and,  
4  
5 6. **Manuel M. Delfin**, from TPRO I, Job Order Hiree, Pangasinan Branch Office,  
6 to TPRO I, Permanent, of the same of the same branch, as moved by Dir.  
7 Quintal and seconded by Dir. Trongco.  
8

9 In between discussions, the Secretary instructed that there should be  
10 justification for the choice of candidates to the positions and reason why there is  
11 only one applicant to certain positions.  
12

13 For the above confirmation, the Board adopted the following  
14 Resolution:

15  
16 **RESOLUTION NO. 2047-2021**  
17

18 **“BE IT RESOLVED, AS IT IS HEREBY RESOLVED,**  
19 **that the NTA Governing Board confirms the appointment of the**  
20 **six (6) above-named appointees to vacant positions, as**  
21 **presented to and (re)evaluated by Board”.**  
22

23 **UNANIMOUSLY APPROVED.....”**  
24  
25 -----  
26

- 27 **D. DA-NTA MEMORANDUM CIRCULAR 2021- \_\_\_\_, GUIDELINES FOR**  
28 **IDENTIFYING PROGRAMS AND PROJECTS THAT THE LGU MAY FUND**  
29 **FROM THEIR SHARE FROM TOBACCO EXCISE TAXES PURSUANT TO RA**  
30 **NOS. 7171 AND 8240, AS AMENDED BY RA NO. 10351 AND FURTHER**  
31 **AMENDED BY RA NO. 11346.**  
32

33 The Administrator/CEO reported the decisions of the Directors in their  
34 discussion of the Joint Memorandum Circular (JMC) during the Committee  
35 Meeting the day before. The Secretary reiterated the decisions, as agreed upon  
36 by the Board, that there should be detailed procedural guidelines, reporting  
37 requirements and penalty for not complying, qualification standards for  
38 Municipal Agricultural Officers (MAOs) to be involved and multi-disciplinary  
39 team to evaluate the variety of projects. All of them will be taken care of in the  
40 process of consultation and organization of teams for the implementation, which  
41 will be officially scheduled, as provided under the pertinent sections of the JMC.  
42

43 With his “OK”, the Secretary asked if anyone is moving for its adoption/  
44 approval.  
45

46 With the Administrator/CEO Seares Jr. moving and Dir. Salanga seconding the  
47 motion, the DA-NTA Joint Memorandum Circular was approved/adopted. The  
48 following resolution then was adopted, as follows:  
49

50 **RESOLUTION NO. 2048-2021**  
51

52 **“BE IT RESOLVED, AS IT IS HEREBY RESOLVED, that**  
53 **the NTA Governing Board approves the DA-NTA Joint**  
54 **Memorandum Circular 2021-1, Guidelines for Identifying**  
55 **Programs and Projects that the LGUs May Fund From Their**  
56 **Share From Tobacco Excise Taxes Pursuant to RA Nos. 7171**  
57 **and 8240, as amended by RA No. 10351, and Further**



1 Amended by RA No. 11346, with the attached List of  
2 Programs and Projects.  
3

4 **UNANIMOUSLY APPROVED.....”**  
5 -----  
6

7 **E. REPORT BY THE NTA ADMINISTRATOR ON THE PROGRAMS AND**  
8 **PROJETS IN 2021 AND HOW THESE INTEGRATE WITH THE 12 KEY**  
9 **STRATEGIES UNDER ONE DA HOLISTIC APPROACH**

10 The Administrator /CEO informed the Secretary that this is the same Report that  
11 the NTA presented during the MANCOM meeting at the DA tat was presided by  
12 the Honorable Secretary. This was subjected to discussion during the  
13 Committee Meeting by the NTA Governing Board. He asked for the Secretary's  
14 permission for the CorPlan Manager to elaborate his Report.  
15

16 With the CorPlan Manager in her first statement yet, the Secretary, stating that  
17 since this has been read by everyone and this is a good plan and entailed with  
18 STEP, asked for any discussion on the matter, as anyways, this is already okay.  
19

20 Informing the Secretary that this has been discussed during the Committee  
21 Meeting, Dir. Salanga moved for its approval. Dir. Quintal seconded the motion.  
22 For the purpose, the following Resolution was adopted:  
23

24  
25  
26 **RESOLUTION NO. 2049-2021**  
27

28 **“BE IT RESOLVED, AS IT IS HEREBY RESOLVED,**  
29 **that the NTA Governing Board approves the CY 2021 NTA**  
30 **Programs and Projects for 2021 that are integrated with the 12**  
31 **Key Strategies under One DA Holistic Approach.**  
32

33 **UNANIMOUSLY APPROVED.....”**  
34 -----  
35

36 **F. REQUEST FOR AUTHORITY FOR THE ADMINISTRATOR/CEO TO ENTER**  
37 **INTO MOA AND SIGN FOR THE NTA ON THE PHP 10 MILLION**  
38 **ASSISTANCE FOR THE PURCHASE OF HOGS, TO BE PROVIDED BY DA/**  
39 **REGIONAL FIELD OFFICE I, C/O RED NESTOR DOMENDEN**  
40

41 As the Administrator/CEO introduced the topic, the Secretary clarified that the  
42 PhP10 million is on top of NTA's funding. Asked by the Secretary what is the  
43 present volume of delivery and the increase in volume with the additional  
44 funding, Dr. Crisologo replied that the volume of delivery was 800 kilos last  
45 week. If the NTA can process all and if the Provincial Government of Ilocos Sur  
46 will amend its executive order and allow the entry of live hogs, then the NTA  
47 can purchase from the province of Ilocos Norte.  
48

49 Acknowledging that it is very good, as everything is in place, the Secretary  
50 further asked how many kilos can be delivered every week. Dr. Crisologo  
51 responded that the NTA can deliver from 10,000 kilos to a maximum of 20,000  
52 kilos, depending on the supply from Ilocos Norte.  
53

54 Secretary Dar then said that if the capital is still lacking, some more can be to  
55 added the PHP20 million so that we can buy more and deliver more. Dr.  
56 Crisologo volunteered that he will be going to Ilocos Norte to scout for sources  
57 of live hogs.  
58



1 On the proposal of the Administrator/CEO that part of the delivery may also be  
2 provided to NTA employees, the Secretary replied that it is good and that the  
3 order of the NTA employees should be accorded top priority.  
4

5 With Secretary finally asking if anyone is moving for the approval of the  
6 Administrator/CEO's request for authority to enter into a Memorandum of  
7 Agreement and sign for the NTA, Director Salanga moved and Dir. Trongco  
8 seconded the motion to approve. The following Resolution is therefore adopted:  
9

10  
11 **RESOLUTION NO. 2049-2021**  
12

13 **“BE IT RESOLVED, AS IT IS HEREBY RESOLVED,**  
14 **that the NTA Governing Board approves the Administrator/**  
15 **CEO's request for authority to enter into a Memorandum of**  
16 **Agreement and sign for the NTA, in connection with the PhP10**  
17 **million funding that will come from the DA/Regional Field Office**  
18 **I, for the purchase of hogs and other operations of NTA-Kadiwa.**  
19

20 **UNANIMOUSLY APPROVED.....”**  
21 -----  
22


23 **VI. OTHER MATTERS**  
24

25 **As there are no other matters taken up during the meeting, the Secretary asked**  
26 **whether there is a motion to adjourn.**  
27

28 **VII. ADJOURNMENT**  
29

30 **Upon motion of Dir. Salanga, duly seconded by Dir. Trongco, the meeting was**  
31 **officially adjourned by the Secretary at 5:24 P.M.**  
32

33 -----  
34  
35 **PREPARED AND CERTIFIED CORRECT:**  
36

37  
38   
39  
40 **REX ANTONIO P. TEOXON**  
41 **Board Secretary-designate**  
42

43  
44 **ATTESTED:**  
45

46  
47   
48 **Hon. WILLIAM D. DAR, Ph.D.**  
49 **Secretary, Department Agriculture**  
50 **and Chairman, NTA Governing Board**  
51

52  
53   
54 **Hon. ROBERT VICTOR G. SEARES, JR.**  
55 **Administrator/CEO**  
56 **and Vice-Chairman, NTA Governing Board**  
57  
58

DEPARTMENT OF AGRICULTURE  
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**Hon. RODOLFO F. SALANGA**  
*Appointive Director, Tobacco Manufacturing Sector*

**Hon. WILFREDO C. MARTINEZ**  
*Appointive Director, Tobacco Farmers Sector*

**Hon. NESTOR C. CASELA**  
*Appointive Director, Academic Community Sector*

**Hon. TEOFILO R. QUINTAL**  
*Appointive Director, Tobacco Farmers Sector*

**Hon. DANILO C. TRONGCO**  
*Appointive Director, Tobacco Farmers Sector*

**Hon. WILSON R. VICTORIO**  
*Appointive Director, Tobacco Traders/Exporters Sector*



Republic of the Philippines  
**DEPARTMENT OF AGRICULTURE**  
**NATIONAL TOBACCO ADMINISTRATION**

3<sup>rd</sup> & 4<sup>th</sup> Floors, Ben-Lor Building, 1184 Quezon Ave., Quezon City  
(02) 8374-3987 / Fax. No. (02) 8374-2505 / website: nta.da.gov.ph  
**ISO 9001: 2015 QMS-CERTIFIED**

**OFFICE OF THE NTA GOVERNING BOARD**

**MINUTES OF THE ONE HUNDRED AND FORTIETH (140<sup>TH</sup>) REGULAR MEETING  
OF THE NTA GOVERNING BOARD HELD AT THE BOARD ROOM,  
3/F BEN-LOR BUILDING, 1184 QUEZON AVENUE, QUEZON CITY  
04 MARCH 2021**

**PRESENT:**

<b>Secretary WILLIAM D. DAR, PhD.</b>	-	Department of Agriculture and Chairman, NTA Governing Board
<b>Adm. ROBERT VICTOR G. SEARES, JR.-</b>		Vice-Chairman of the Board and Administrator/CEO
<b>Dir. JESSE PAT M. SERNA</b>	-	Member, Manufacturing Sector
<b>Dir. NESTOR C. CASELA</b>	-	Member, Academic Community Sector
<b>Dir. WILFREDO C. MARTINEZ</b>	-	Member, Tobacco Farmers Sector
<b>Dir. TEOFILO R. QUINTAL</b>	-	Member, Tobacco Farmers Sector
<b>Dir. DANILO C. TRONGCO</b>	-	Member, Tobacco Farmers Sector
<b>Dir. WILSON R. VICTORIO</b>	-	Member, Trader/Exporter Sector
<b>Others Present:</b>		
<b>Mr. RODOLFO F. SALANGA</b>	-	Member, Governing Board (Retired)
<b>Atty. JUNFRED V. PARADO</b>	-	Legal Officer, Office of the Admin.
<b>Atty. ROHBERT A. AMBROS</b>	-	Manager, Regulation Department
<b>Ms. PERLA C, MANZON</b>	-	OIC/Manager, Administrative Dept.
<b>Ms. FORTUNA C. BENOSA</b>	-	Manager, Corplan Department
<b>Dr. ROBERTO R. BONOAN</b>	-	OIC-Deputy Administrator for Operations
<b>Dr. MIKAEL CRISOLOGO</b>	-	Consultant, NTA-Kadiwa ni Ani at Kita
<b>Mr. RAMON R. MUNCAL</b>	-	Stenographer III
<b>Mr. REX ANTONIO P. TEOXON</b>	-	Board Secretary

**HIGHLIGHTS OF THE MEETING**

**I. OPENING PRAYER**

Legal Officer V, **Atty. Jun Fred Parado**, led the opening prayer.

**II. CALL TO ORDER**

The Honorable DA Secretary, **Dr. William D. Dar**, Chairman of the NTA Governing Board and Presiding Officer, called the meeting to order at about 2:25 PM.

**III. DETERMINATION OF QUORUM**

The Corporate Secretary declared that, with the presence of all the members of the NTA Governing Board, there is a quorum for the 140<sup>th</sup> Regular Board Meeting.

\*

**WELCOME TO THE NEW DIRECTOR AND APPRECIATION TO THE OUTGOING DIRECTOR**

With the quorum ascertained, Secretary Dar advised the Governing Board to welcome the new director, Jesse Pat M. Serna, vice Rodolfo F. Salanga. After welcoming Director Serna, he thanked Mr. Salanga for all the outstanding contributions he has given to the NTA and requested the Administrator to extend the Certificate of Appreciation to Mr. Salanga.

The Administrator read: *“Certificate of Appreciation, representing the manufacturing sector, recognition by the DA and NTA for his service to the tobacco industry, in recognition for his invaluable contributions to the NTA programs and projects he implemented for the tobacco farmers. Given this 4<sup>th</sup> day of March 2021, at the NTA Central Office. Signed, the NTA Administrator and the DA Secretary”.*

Given the floor for his message, Mr. Salanga conveyed his big gratitude for the Certificate of Appreciation and *“for giving me the opportunity to serve the NTA for the past six years. I hope I have done my duty and continue my service to NTA”.*

Requested by Secretary Dar to give a few words for his appointment to the Board, Director Serna thanked the Secretary and informed that he was a former member of the Sanggunian in his locality, former consultant of a tobacco manufacturing corporation based in Narvacan and have this great opportunity to be appointed as a Member of the Board.

**IV. APPROVAL OF THE AGENDA OF THE ONE HUNDRED AND FORTIETH (140<sup>TH</sup>) REGULAR MEETING OF THE NTA GOVERNING BOARD, HELD ON 04 MARCH 2021, AT THE BOARD ROOM, 3/F BEN-LOR BUILDING, 1184 QUEZON AVENUE, QUEZON CITY**

Secretary Dar presented the Agenda for the 140<sup>th</sup> Regular Meeting for the consideration of the Members of the NTA Governing Board.

He informed the Board that the Administrator is going to introduce, in the Other Matters, the topic on the Reorganization of the Board Committees, because of the recent replacement of Dir. Rudy Salanga.

On motion of Dir. Quintal, duly seconded by Dir. Casela, the Board adopted the following resolution, to wit:

**RESOLUTION NO. 2051-2021**

**“BE IT RESOLVED, AS IT IS HEREBY RESOLVED,**  
that the NTA Governing Board approves the Agenda for the One Hundred and Fortieth (140<sup>th</sup>) Regular Meeting of the NTA Governing Board, held on 09 February 2021 at the Board Room, 3/F Ben-Lor Building, 1184 Quezon Avenue, Quezon City.

**UNANIMOUSLY APPROVED.....”**

-----

1  
2 **V. FOR APPROVAL/CONFIRMATION/CONSIDERATION:**  
3

4 **A. MINUTES OF THE ONE HUNDRED AND THIRTY-NINTH (139<sup>TH</sup>)**  
5 **REGULAR MEETING OF THE NTA GOVERNING BOARD HELD ON 04**  
6 **MARCH 2021, AT THE BOARD ROOM, 3/F BEN-LOR BUILDING, 1184**  
7 **QUEZON AVENUE, QUEZON CITY**  
8

9 Moving on to the Approval the Minutes of the 139<sup>th</sup> Regular Meeting held  
10 on 21 February 2021, Secretary Dar reiterated, for the information of Dir.  
11 Serna, that there is a Board Agreement or Resolution that board follows in  
12 connection with the Minutes of the Meeting of the Governing Board. That is:  
13 the board approves the Minutes, subject to the submission of any  
14 corrections or factual errors to be given by any member of the Board within  
15 five (5) days from the meeting”.

16  
17 There being no comment to the Minutes, Dir. Casela, seconded by Dir.  
18 Trongco, moved for the approval of the Minutes. The Board then adopted  
19 the following resolution, to wit:

20  
21 **RESOLUTION NO. 2052-2021**  
22

23 **“BE IT RESOLVED, AS IT IS HEREBY RESOLVED,**  
24 **that the NTA Governing Board approves the Minutes of the**  
25 **One Hundred and Thirty-Ninth (139<sup>th</sup>) Regular Meeting of**  
26 **the NTA Governing Board, held on 21 February 2021, at the**  
27 **Board Room, 3/F Ben-Lor Building, 1184 Quezon Avenue,**  
28 **Quezon City.**  
29

30 **UNANIMOUSLY APPROVED.....”**  
31 -----  
32

33 **B. MATTERS ARISING FROM THE MINUTES OF PREVIOUS MEETINGS**  
34

35 The Honorable Secretary asked the Administrator to present every item on  
36 Matters Arising one after the other. Asking permission from the Secretary,  
37 at every instance, the Administrator tasked the following to present: Atty.  
38 Rohbert Ambros for Tobacco Trading Operations, OIC/DAOP Roberto  
39 Bonoan for Rain Damage Report and Dr. Mikael Crisologo for Result of  
40 Travel to Ilocos Norte to source out hogs supply for NTA Kadiwa  
41

42 **1. EARLY START OF THE PROCESS RELATED TO TOBACCO**  
43 **TRADING**  
44

45 Introducing himself as the Manager of the Regulations Department,  
46 Atty. Ambros reported the following relative to the opening of trading  
47 operations this year, 2021:  
48

- 49 a. They have already received notices of trading operations from the  
50 different tobacco buyers which will start this Monday, March 8, from  
51 which date the Branch Offices will start monitoring the daily  
52 operations of our tobacco traders;  
53  
54 b. Likewise, the Hon. Administrator requested from the Governors of  
55 the tobacco producing provinces for the tobacco of the farmers to  
56 be issued “passage” for their tobacco to be delivered from one  
57 province to another.  
58



1 The Branch Managers are already following up the response to the  
2 letter of Administrator relative to the said trading operations.

- 3  
4 c. Just yesterday, they have successfully conducted orientation  
5 seminar for tobacco traders, which is a requirement prior for the  
6 issuance of their license to buy.

7  
8 As of date, the Administrator already approved 50% of the license  
9 applications and they are still waiting for the 50%, subject to the  
10 compliance of the requirement by the buyer firms.

- 11  
12 d. For other activities related to trading operations:

13  
14 1) they have scheduled a training of the extension workers on  
15 March 9, on how to regulate and how to monitor the trading of  
16 our tobacco buyers;

17  
18 2) At around the 3<sup>rd</sup> or 4<sup>th</sup> quarter of 2021, they will be starting  
19 again the conduct of Tobacco Tri-partite Consultative  
20 Conference, for the setting of new floor prices for the trading  
21 years 2022 and 2023.

22  
23 They expect that the provincial consultative conferences will be  
24 held in August, which will culminate with the national level tri-  
25 partite conference, in October, this year.

26  
27 Queried by Sec. Dar relative to the extension of deadline of  
28 application for licenses, Atty. Ambros explained that the request came  
29 from the Branch Managers, who reported that the tobacco  
30 traders/buyers had a hard time requesting our tobacco farmers to sign  
31 the Marketing Agreement. As per their request, it would take another  
32 two (2) weeks to complete those documents. The recommended  
33 extension, therefore, was from February 28 to March 15.

34  
35 There being no further discussion on the matter, Dir. Quintal moved  
36 for the approval of the extension, with Dir. Casela seconding the  
37 motion. The Board then adopted the following:

38  
39 **RESOLUTION NO. 2053-2021**

40  
41 **“BE IT RESOLVED, AS IT IS HEREBY RESOLVED,**  
42 **that the NTA Governing Board approves the proposed**  
43 **extension of deadline for the application of licenses for**  
44 **trading operations, from February 28 to March 15, 2021.”** /

45  
46 **UNANIMOUSLY APPROVED.....”**

47 -----  
48

49  
50 Moving forward, Sec. Dar proceeded to the second part of the  
51 manifestation, asking Atty. Ambros what are the recommended policy  
52 guidelines that the Board should approve in connection with the  
53 issues earlier presented to the Board for the need for NTA  
54 Management to recommend policy that is adoptable for the present  
55 time for the improvement in the tobacco production and acceptance  
56 documentation system.

1 Atty. Ambros apologized that there was no prior information on the  
2 matter, as it was brought up only in the thick of committee discussion  
3 on trading operations the day before. The matter will still be presented  
4 to and deliberated upon with the proper board committee.  
5

6 Sec. Dar then declared that since there is no recommendation yet,  
7 this will be for discussion in the next Board Meeting.  
8  
9

10 **2. SUBMISSION OF RAIN DAMAGE REPORT FOR TOBACCO**  
11 **(FOR INCORPORATION IN THE OVERALL DAMAGE REPORT**  
12 **OF THE DA-CENTRAL OFFICE)**  
13

14 For his part, OIC/DAOP Roberto Bonoan presented the summary  
15 report on the area and number of tobacco farmers that were affected  
16 by continuous rains in Regions I, II and CAR, that occurred on  
17 January 20-24 and February 11, 2021. The report includes areas that  
18 experienced damage of standing crops, by source of financing.  
19

20 a. Under the NTA and LGU financing, it was reported that the total  
21 number farmers affected was 4,946, with aggregate area of 3,441  
22 hectares.  
23

24 b. In terms of the number of plants affected, 20.215 million? were  
25 damaged, representing 2.72% of the total, valued at  
26 PhP80,861,000.00.  
27

28 c. But if we relate the damage to the total area planted and total  
29 farmers as of this report, the total area damaged is only 5.85% of  
30 the total 21,455 hectares planted and 16.26% of the total 30,427  
31 farmers who planted.  
32

33 These will be included in the damage report of the NTA to the DA-  
34 Central Office. (It was reported in the Committee Meeting that the  
35 NTA submitted its damage report to the DA-Central Office last 21  
36 February 2021.)  
37

38 In response to the Sec. Dar's question on how are we helping the  
39 farmers who suffered damages like these, Dr. Bonoan replied that:  
40

41 a. In all their visits in Pangasinan, together with the Hon.  
42 Administrator, they tried to apply some "bags" in the damaged  
43 fields, to which they received positive feedbacks/observations that  
44 some of the affected plants, especially those in the early vegetative  
45 stage, were able to recover.  
46

47 They, therefore, recommended a crop management experiment.  
48 They are going to distribute these particular "bags" to the Branch  
49 Offices, to be used by the affected farmers, who will also be given  
50 a 200ml/bottle Augment to use. They expect to receive reports with  
51 regards to the plants' early recovery.  
52

53 However, it was sad to note that those plants that are about to be  
54 harvested can no longer be saved. What we advised to the farmers  
55 was for them to stalk cut and dry the leaves. Anyway, buyers also  
56 buy sundried leaves.  
57

1 b. In addition, Top Management also approved the implementation of  
2 Gulayan at Manukan project, giving priority to the farmers who  
3 were severely affected by the rain damage. There will also be  
4 distribution of the sassu chicks and vegetable seeds to these  
5 farmers, to offset whatever losses they have incurred, from the  
6 aforesaid rain damage.

7  
8 c. Finally, the tobacco buyer firms are also considering the  
9 restructuring of loans of the affected farmers and, depending on  
10 their yield later-on, they may provide some condonation of 50% of  
11 their losses.

12  
13 After noting that those were very important interventions to assist the  
14 affected tobacco farmers, Sec. Dar asked whether there is further  
15 discussion or information from any members of the Board.

16  
17 In this regard, Dir. Quintal informed that on the assistance mentioned  
18 by Dr. Bonoan, there is a resolution, Resolution No. 01, series of  
19 2021, by the Provincial Tobacco Organization, which is headed by the  
20 Manager of Pangasinan, now OIC of Candon Branch Office, Manager  
21 Cesar Sambrana, indicating that the provision of cash crops like  
22 peanut should also be considered. It is because the areas of the  
23 Second District (like the municipalities of Galimuyod, Tagudin, Sta  
24 Cruz, Candon and Sta. Lucia) is a major peanut-producing (area).

25  
26 In response, Sec. Dar averred that it will be good for the Management  
27 to take into account the whole, the totality into consideration, first,  
28 before going back to the request, so that there should only be one  
29 major assessment for all damages, "para minsanan na lang". He  
30 addressed the Administrator who immediately replied, "Noted po".

31  
32  
33 3. **REPORT ON THE RESULT OF THE TRAVEL TO ILOCOS NORTE**  
34 **TO SCOUT FOR SOURCE/S OF LIVE HOGS** (AS BASIS TO  
35 DETERMINE THE NEED TO ADD TO THE PHP20M FUNDING FOR THE  
36 PURCHASING OF MORE HOGS)

37  
38 The Administrator reported that he consulted Dr. Crisologo regarding  
39 the live hogs as per earlier instruction by the Secretary and was able  
40 to talk with the Mayor of Piddig, Ilocos Norte, who was able to help in  
41 getting the hogs from the different hog raisers and backyard farmers.

42  
43 As a result, we were able to get 50 hogs ready to be brought to our  
44 Kadiwa. Additionally, we can also have at least 50 hogs, every 2  
45 days, so that we cannot accumulate/overstock inventory of carcass in  
46 our Kadiwa. We were able to get them at PhP180 per kilo, live weight.

47  
48 For further discussion, the Administrator introduced the good Dir.  
49 Casela, who, he said, was helping them with the PGIN, in the  
50 coordination with the Provincial Veterinarian, for the permit to  
51 transport for the live hogs; and, in talking with the Governor, for our  
52 appeal that the fee of PhP10/hog being charged be removed, since  
53 this is a government project, under the program of the Secretary in  
54 NTA.

55  
56 At this juncture, Secretary.Dar asked, "Cannot we congratulate  
57 Management under the initiative of Administrator Seares, Jr., for

1 taking this project forward? This is a big help for Metro Manila in  
2 responding to the call".  
3

4 Asked by the Secretary whether or not the 180 kilos has already been  
5 linked with a particular destination or with Kadiwa in Metro Manila and  
6 who is the focal person, helping in the marketing, the Administrator  
7 explained that Dr. Crisologo was coordinating with Kadiwa and in the  
8 Central Office pertaining to the orders of the Secretary. The task is to  
9 assist the Secretary through the project.  
10

11 Sec. Dar conveyed his thanks and advised to continue with the  
12 project for another one month; and, if NTA can still continue, as long  
13 as there will be an income/profit for NTA's Kadiwa ni Ani at Kita.  
14


15 Dir. Casela, with his confirmation of his coordination effort with  
16 Kadiwa Consultant, Dr. Crisologo, NTA IN Manager Padayao and  
17 Provincial Veterinarian, Dr. Valenzuela, updated the Governing Board  
18 that:  
19

- 20 a. the permit to transport has already been secured, yesterday; and,  
21 they are now in the process of withdrawing from Piddig the 50  
22 heads of hogs, weighing an average of 90 kilos each (for a total of  
23 4,050 kilograms); however,  
24  
25 b. we anticipate a restriction because Hon. Governor Manotoc will be  
26 coming-up with an executive order, limiting the number of hogs  
27 getting out of the province, which as Dr. Valenzuela mentioned, to  
28 only 350 heads hogs per week.  
29

30 Sec. Dar thanked Dir. Casela for helping the mobilization network that  
31 is also helping manage the inflation in the country, especially Metro  
32 Manila. He added that this is an extra mile that everyone is doing so  
33 that the prices of pork will degrade, not to the level that was hurdled a  
34 month ago. The Secretary informed that a total of 115,000 heads of  
35 hogs was mobilized all over the country, most of which came from  
36 Calabarzon; from Iloilo, 2nd; MIMAROPA, 3<sup>rd</sup>; and, SOCSARGEN, 4<sup>th</sup>.  
37 The price cap turned out fine for Metro Manila and for any  
38 consideration, in NTA. With that, the Secretary conveyed his  
39 congratulations to the Management, headed by Administrator Seares  
40 and, also the Board, for supporting this project.  
41  
42

43 **C. CONFIRMATION OF THREE (3) PROMOTIONAL / ORIGINAL**  
44 **APPOINTMENTS TO VACANT POSITIONS**  
45

46 Ms. Manzon reported that there were three positions for confirmation from  
47 the Branch Office of La Union, as follows:  
48

- 49 1. Two were Tobacco Production and Regulation Officer (TPRO) III,  
50 Salary Grade (SG) 16, where the candidates met all the requirements  
51 of the positions and passed through the selection process, taking into  
52 consideration their' qualifications, educational attainment and relevant  
53 training, as submitted per requirements.  
54  
55 2. Another appointment to be confirmed was Secretary I, SG 7, where the  
56 candidate is a lone applicant who met all the requirements to the  
57 position.  
58
- 



1 As there has been no other discussions, Dir. Trongco moved and the  
2 Administrator seconded the motion for the approval for the promotion/  
3 confirmation of the three vacant positions. The Governing Board adopted  
4 for the purpose:  
5  
6

7 **RESOLUTION NO. 2054-2021**

8  
9 **“BE IT RESOLVED, AS IT IS HEREBY RESOLVED,**  
10 that the NTA Governing Board confirms the appointment of  
11 the following recommendees to the vacant positions, as  
12 presented to and (re)evaluated by Board, namely:  
13

- 14 1. **Ruby A. Dacanay**, from Tobacco Production and Regulation  
15 Officer I (TPRO I), SG 11, Permanent, La Union Branch Office to  
16 TPRO III, SG 15, Permanent, of the same branch office;  
17
- 18 2. **Ambrosio R. Nisperos, also**, from TPRO I, SG11, Permanent, La  
19 Union Branch Office to TPRO III, SG 15, Permanent, of the same  
20 branch office; and,  
21
- 22 3. **Aryann Pamela G. Sangil**, from Administrative Aide III/Job Order  
23 hiree to Secretary I, SG 7, permanent, La Union Branch Office.  
24

25 **UNANIMOUSLY APPROVED.....”**  
26 -----  
27

28  
29 **D. APPROVAL OF MEMORANDUM CIRCULAR (MC) NO. 1, SERIES OF**  
30 **2021, AMENDING RULE 3, REGULATION II OF THE RULES AND**  
31 **REGULATIONS GOVERNING THE MANUFACTURE/ PROCESSING OF**  
32 **TOBACCO PRODUCTS, TO INCLUDE FEE FOR SMALL-MEDIUM**  
33 **ENTERPRISES (SMEs)**  
34

35 The Administrator informed that this has been discussed in the Committee  
36 Meeting yesterday. The recommendation was “for further study”.  
37

38 The issue points raised in the Committee Meeting include:

- 39 1. Coverage –Small-Medium Enterprises (SMEs) includes enterprises with  
40 total assets of PhP100 million. Products/output may therefore only  
41 about 500 million and not to the level of existing cigarette companies;  
42 and,  
43
- 44 2. Fees - The Directors suggested that fees should be standardized or  
45 more favorable to the SMEs that NTA should help and not more onerous  
46 as the proposal state.  
47

48  
49 **E. APPROVAL OF THE PROPOSED “CHICKEN LAYER “EGG MACHINE”**  
50 **ASSISTANCE PROJECT” FOR THE DIFFERENT NTA BRANCH**  
51 **OFFICES (BOs)**  
52

53 The Administrator reported that the project was also recommended for  
54 deferment. The proposal will be taken up in the Agency’s Corporate  
55 Operating Budget and will wait for DBM’s approval.  
56



1  
2 **F. REQUEST/RECOMMENDATION FOR THE GRANT OF AN INCREASE IN**  
3 **THE RATE OF TRAVELLING ALLOWANCES FOR THE BRANCH**  
4 **OPERATIONS STAFF**  
5

6 DAOP/Dr. Bonoan presented the evaluation team's request for an increase  
7 of monthly travelling allowance of the operations group, as follows:  
8

- 9 1. Supervising TPRO and Senior TPRO by PhP200.00; and,  
10 2. TPRO III, TPRO I, Agriculturist II, and Agriculturist I, by PhP400.

11  
12 The increase was in consideration of the *"increasing magnitude of their*  
13 *work-load because of the production and few other projects, including, for*  
14 *instance, the Gulayan and Manukan, the vegetable production, cattle*  
15 *production. They will be supervising more farm works"*.  
16

17 The workload per EW was 110 hectares and 207 farmer-cooperators.

18  
19 The last increase for the TEV of our TPRO's was in 2018. The proposed  
20 increase will be effective March 2021. The budgetary support for this is  
21 PhP3,148,800.00 per annum.  
22

23 Asked by the Secretary for any question or point to be raised by the  
24 members of the Board, the Administrator replied that the Members of the  
25 Board already recommended its approval, with the suggestion that their  
26 performance be subjected to periodic review.  
27

28 There being no other question and any points raised, Dir. Casela, seconded  
29 by the Administrator, moved for the approval of the recommendation. The  
30 Board then adopted the following resolution:  
31

32 **RESOLUTION NO. 2055-2021**

33  
34 **"BE IT RESOLVED, AS IT IS HEREBY RESOLVED,**  
35 **that the NTA Governing Board approved the proposed**  
36 **increase in the travelling allowance (TEV) of the operations**  
37 **group/extension workers, to wit:**  
38

POSITIONS	NUMBER	OLD RATE* (PHP)	PROPOSED INCREASE (PHP)	NEW RATE (PHP)
1. Sup. TPRO	8	1,800	200	2,000
2.Senior TPRO	12	1,600	200	1,800
3.Agri.II/TPROIII	9/1	1,400	400	1,800
4.Agri I/TPRO I	30/89	1,400	400	1,800

- 39 • Resulting from Board Resolution Nos. 715-2017, 956-2018 and 1012-2019  
40

41 **RESOLVED FURTHER** that: The increase will be  
42 effective March 01, 2021; **The workload per EW: will be 1:110**  
43 **hectares, 207 farmer-cooperators; and,**  
44

45 **RESOLVED FINALLY** that: EW performance will be  
46 subject to periodic review.  
47

48 **UNANIMOUSLY APPROVED....."**  
49 -----  
50  
51  
52

1 **G. REQUEST FOR AUTHORITY TO ENGAGE THE SERVICES OF DON**  
2 **MARIANO MARCOS STATE UNIVERSITY (DMMSU) FOR THE**  
3 **CONDUCT OF NTA CUSTOMER SATISFACTION SURVEY (CSS) FOR**  
4 **THE YEAR 2020 OFFERED**  
5

6 As discussed, the DMMSU is the only agency that can conduct a face to  
7 face survey, following all health protocols amidst the pandemic. The  
8 university was said to have more experience, capability and network to do  
9 so.

10  
11 The proposal was readily recommended for approval by the Members of the  
12 Governing Board. Dir. Casela moved for its approval while the Administrator  
13 seconded the motion. The Board adopted the following resolution:  
14

15 **RESOLUTION NO. 2056-2021**  
16

17 **“BE IT RESOLVED, AS IT IS HEREBY RESOLVED,**  
18 that the NTA Governing Board approves the request of NTA  
19 Management to engage the services of Don Mariano  
20 Marcos State University (DMMSU) for the conduct of the  
21 2020 Customer Satisfaction Survey, through Negotiated  
22 Procurement (Agency to Agency), considering that the  
23 DMMSU is a government entity.  
24

25 **RESOLVED, FURTHER,** that the Vice-Chairman/NTA  
26 Administrator/CEO is authorized to represent the NTA in  
27 the execution and signing of the Memorandum of  
28 Agreement/ Contract with the DMMSU.”  
29

30 **UNANIMOUSLY APPROVED .”**  
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161 **VI. OTHER MATTERS**  
162

163 **A. INTRODUCTION OF THE MEMBERS OF THE BOARD TO DIR.**  
164 **SERNA**  
165

166 The Administrator started by formally welcoming Dir. Serna and  
167 introducing to him the other members of the NTA Governing Board,  
168 namely: Dir. Nestor Casela, representing the Academic Sector; Directors  
169 Teofilo Quintal, Danilo Trongco and Wilfredo Martinez, representing  
170 Tobacco Farmers Sector; Dir. Wilson Victorio, representing Tobacco  
171 Traders/Exporters; and, himself, as the Vice-Chairman and NTA  
172 Administrator.  
173  
174

175 **B. REORGANIZATION OF THE BOARD COMMITTEES**  
176

177 Requesting permission from the Secretary, the Administrator read through  
178 the list of Board Committees and their respective Chairmen and Members,  
179 as reorganized.  
180

181 As there has been no further discussion, the Secretary asked if anyone  
182 moving for the approval of the reorganized committee of the Board. Dir.  
183 Casela moved for and the Administrator seconded the motion to approve.

The Board, therefore, adopted the following resolution:

**RESOLUTION NO. 2057-2021**

**“BE IT RESOLVED, AS IT IS HEREBY RESOLVED,**  
that the NTA Governing Board approves the membership of  
the Reorganized Board Committees, as follows:

1. Committee on Board Audit and Finance:  
Chairman - Dir. Nestor C. Casela  
Members - Dir. Teofilo R. Quintal  
Dir. Wilfredo C. Martinez  
Admin./CEO Robert Victor G. Seares, Jr.
2. Committee on Corporate Governance:  
Chairman - Dir. Wilfredo C. Martinez  
Members - Dir. Teofilo R. Quintal  
Dir. Jesse Pat M. Serna  
Dir. Nestor C. Casela.
3. Committee on Research and Extension,  
Chairman - Dir. Teofilo R. Quintal  
Members - Dir.. Nestor C. Casela,  
Dir. Danilo C. Trongco  
Admin. Robert Victor G. Seares, Jr.
4. Committee on Trading Operations and Regulation  
Chairman Dir Wilson R. Victorio  
Members Dir. Jesse Pat M.Serna,  
Dir. Wilfredo C. Martinez  
Dir. Teofilo R. Quintal.
5. Committee on Nomination, Remuneration and Personnel  
Administration  
Chairman Admin. Robert Victor G. Seares, Jr.  
Members - Dir. Nestor C. Casela,  
Dir. Wilson R. Victorio  
Dir. Danilo C. Trongco.
6. Committee on Corporate Social Responsibilities, Public Relations and  
Public Safety and Security  
Chairman - Dir. Jesse Pat M. Serna  
Members - Dir. Danilo C. Trongco,  
Dir. Wilfredo C Martinez  
Dir. Wilson R. Victorio
7. Committee, on Risk Management, Legal Matters and Properties  
Chairman - Dir. Danilo C. Trongco  
Members - Admin./ Robert G. Seares, Jr.  
Dir. Jesse Pat M. Serna  
Dir. Wilson R. Victorio.

**UNANIMOUSLY APPROVED .”**

1 **C. RECAST THE DAY OF THE BOARD MEETING**

2  
3 The Honorable Secretary informed the Board that most of the time, every  
4 Friday, he is going out to the provinces. It will be better, therefore, to  
5 recast the Board Meeting, originally scheduled every 2<sup>nd</sup> and 4<sup>th</sup> Friday of  
6 every month, to Thursday. The Members of the NTA Governing Board  
7 agreed.

8  
9 **D. PERSONAL INVITATION**

10  
11 The Administrator conveyed his personal invitation to the Secretary and  
12 to all the members of the Board to join him for his birthday tomorrow. In  
13 consideration of the health protocol during the pandemic, however, he  
14 will just be sending food to the Office of the Secretary.

15  
16 The Secretary informed that he cannot make it, as the time of the  
17 celebration coincides with the time that he will be accompanying the  
18 President to Cagayan. It is alright to send the foods.

19  
20  
21 **VII. ADJOURNMENT**

22  
23 Dir. Quintal moved for the adjournment of the meeting. Dir. Trongco seconded  
24 the motion.

25  
26 With that, the Secretary conveyed his thanks and wishes for God's blessing for  
27 all.

28  
29 He adjourned the meeting at 3:15 PM.


30 -----

31  
32 **PREPARED AND CERTIFIED CORRECT:**

33  
34 

35  
36 **REX ANTONIO P. TEOXON**  
37 Board Secretary V

38  
39 **ATTESTED:**

40  
41  
42   
43  
44 **Hon. WILLIAM D. DAR, Ph.D.**  
45 *Secretary, Department Agriculture*  
46 *and Chairman, NTA Governing Board*

47  
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54 **Hon. ROBERT VICTOR G. SEARES, JR.**  
55 *Administrator/CEO*  
56 *and Vice-Chairman, NTA Governing Board*

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**Hon. WILFREDO C. MARTINEZ**  
*Appointive Director, Tobacco Farmers Sector*

**Hon. NESTOR C. CASELA**  
*Appointive Director, Academic Community Sector*

**Hon. TEOFILO R. QUINTAL**  
*Appointive Director, Tobacco Farmers Sector*

**Hon. DANILO C. TRONGCO**  
*Appointive Director, Tobacco Farmers Sector*

**Hon. WILSON R. VICTORIO**  
*Appointive Director, Tobacco Traders/Exporters Sector*

**Hon. JESSE PAT M. SERNA**  
*Appointive Director, Tobacco Manufacturing Sector*





**OFFICE OF THE NTA GOVERNING BOARD**

**MINUTES OF THE ONE HUNDRED AND FORTY FIRST (141<sup>ST</sup>) REGULAR  
MEETING OF THE NTA GOVERNING BOARD HELD AT THE BOARD ROOM,  
3/F BEN-LOR BUILDING, 1184 QUEZON AVENUE, QUEZON CITY  
29 JUNE 2021**

**PRESENT:**

<b>Secretary WILLIAM D. DAR, PhD.</b>	-	Department of Agriculture and Chairman, NTA Governing Board
<b>Adm. ROBERT VICTOR G. SEARES, JR.-</b>		Vice-Chairman of the Board and Administrator/CEO
<b>Dir. JESSE PAT M. SERNA</b>	-	Member, Manufacturing Sector
<b>Dir. NESTOR C. CASELA</b>	-	Member, Academic Community Sector
<b>Dir. WILFREDO C. MARTINEZ</b>	-	Member, Tobacco Farmers Sector
<b>Dir. TEOFILO R. QUINTAL</b>	-	Member, Tobacco Farmers Sector
<b>Dir. DANILO C. TRONGCO</b>	-	Member, Tobacco Farmers Sector
<b>Dir. WILSON R. VICTORIO</b>	-	Member, Trader/Exporter Sector

**Others Present:**

<b>Engr. CESAR G. SAMBRANA</b>	-	OIC/Deputy Admin. for Operations
<b>Atty. JUNFRED V. PARADO</b>	-	Legal Officer, Office of the Admin.
<b>Atty. ROHBERT A. AMBROS</b>	-	Manager, Regulation Department
<b>Ms. FORTUNA C. BENOSA</b>	-	Manager, Corplan Department
<b>Mr. REYNALDO R. AQUINO</b>	-	Division Chief, FD/Budget Division
<b>Mr. RAMON R. MUNCAL</b>	-	Stenographer III
<b>Mr. REX ANTONIO P. TEOXON</b>	-	Board Secretary

**HIGHLIGHTS OF THE MEETING**

**I. OPENING PRAYER**

**Atty. Jun Fred Parado**, Legal Officer V, led the opening prayer.

**II. CALL TO ORDER**

Honorable DA Secretary William D. Dar, Chairman of the NTA Governing Board and Presiding Officer, called the meeting to order at 3:11 PM.

**III. DETERMINATION OF QUORUM**

In accordance with prior arrangement, Atty. Rohbert A. Ambros, as Acting Corporate Secretary, declared that, with the presence of the Honorable Chairman and all the members of the NTA Governing Board, there is a quorum for the 141<sup>st</sup> Regular Board Meeting.

1 (With the Honorable Secretary looking for the Corporate Secretary, the Honorable  
2 Administrator informed that he was under quarantine. Even if under quarantine, if it is  
3 possible, he can still work at home in his quarantine area. Asking as to who will take the  
4 Minutes, the Administrator replied that Atty. Ambros is present to help. (While a little late  
5 due to internet issue, the Corporate Secretary was able to connect/join in time for the  
6 instruction/requirement.)  
7  
8

9 **IV. APPROVAL OF THE AGENDA OF THE ONE HUNDRED AND FORTY FIRST**  
10 **(141<sup>st</sup>) REGULAR MEETING OF THE NTA GOVERNING BOARD, HELD ON**  
11 **04 MARCH 2021, AT THE BOARD ROOM, 3/F BEN-LOR BUILDING, 1184**  
12 **QUEZON AVENUE, QUEZON CITY**  
13

14 Moving forward to the approval of the Agenda for the 141<sup>st</sup> Regular Meeting, the  
15 Hon. Secretary asked whether an update on the STEP is included in the  
16 Agenda. He advised the Administrator to give the Board an update on the  
17 program in the Other Matters.  
18

19 With the Secretary asking if anyone moving for the approval of the Agenda,  
20 Administrator moved and Director Quintal seconded the motion, for which the  
21 Governing Board adopted the following resolution, to wit:  
22

23 **RESOLUTION NO. 2058-2021**

24  
25 **“BE IT RESOLVED, AS IT IS HEREBY RESOLVED, that**  
26 **the NTA Governing Board approves the Agenda for the One**  
27 **Hundred and Forty First (141<sup>st</sup>) Regular Meeting of the NTA**  
28 **Governing Board, held on 29 June 2021, at the Board Room, 3/F**  
29 **Ben-Lor Building, 1184 Quezon Avenue, Quezon City.**  
30

31 **UNANIMOUSLY APPROVED.....”**  
32  
33 -----

34 **V. FOR APPROVAL/CONFIRMATION/CONSIDERATION:**  
35

36 **A. MINUTES OF THE ONE HUNDRED AND FORTIETH (140<sup>TH</sup>) REGULAR**  
37 **MEETING OF THE NTA GOVERNING BOARD HELD ON 04 MARCH**  
38 **2021, AT THE BOARD ROOM, 3/F BEN-LOR BUILDING, 1184 QUEZON**  
39 **AVENUE, QUEZON CITY**  
40

41 Moving on to the Approval the Minutes of the 140<sup>th</sup> Regular Meeting held  
42 on 04 March 2021, Secretary Dar reminded the Board of the existing rules  
43 they adopted, “to approve the Minutes, subject to the submission by the  
44 Members of the Governing Board, any correction, within five (5) days from  
45 the meeting”.  
46

47 As there has been no comment to the Minutes, the Hon. Administrator  
48 moved for its approval. Director Trongco seconded the motion.  
49

50 The Governing Board then adopted the following resolution, to wit:  
51

52 **RESOLUTION NO. 2059-2021**

53  
54 **“BE IT RESOLVED, AS IT IS HEREBY RESOLVED,**  
55 **that the NTA Governing Board approves the Minutes of the**  
56 **One Hundred and Fortieth (140<sup>th</sup>) Regular Meeting of the NTA**  
57 **Governing Board, held on 04 March 2021, at the Board Room,**  
58 **3/F Ben-Lor Building, 1184 Quezon Avenue, Quezon City.**

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**B. MATTERS ARISING FROM THE MINUTES OF PREVIOUS MEETINGS**

Going now to the Matters Arising from the Minutes of the Previous Meeting, the Hon. Secretary asked Administrator JR for his report.

**1. IMPROVEMENT IN THE DOCUMENTATION, REPORTING AND CERTIFICATION OF PRODUCTION OF BENEFICIARY LOCAL GOVERNMENT UNITS OF RA NOS. 7171 AND 8240**

The Hon. Administrator reported that the Regulation Manager of the office, that is responsible for the approval of the RA Nos. 7171 and 8240, is still drafting the upgrading of the said regulation.

The Hon. Secretary advised that it will be good for us to have a timeline (not open ended). We should have a timeline for all the activities that we do, so that we have an objective.

In this regard, the Administrator informed that Atty. Ambros, was given up to the third quarter of this year.

The Hon. Secretary clarified that “within the quarter” may mean 30 days and up to as high as 90 days. The Secretary asked why the timeline is not specific, say one month.

Asked by the Hon. Administrator to enlighten the Board, Atty. Ambros explained that they are still drafting the policy recommendation based on the suggestions of the Members of the Board. This will also require consultation with the public and with the LGUs. Regulatory assessment consultation is another mandatory requirement.

Atty. Ambros claimed, they need at least 60 days to submit to the proper Board Committee and a total 90 days to complete the whole activity.

The Honorable Secretary okayed and directed Atty. Ambros to finish it, with all the promises, and to include the presentation to the Board within 90 days (or until 28 September 2021), to which Atty. Ambros agreed, “Yes, Your Honor”.

**2. MEMORANDUM CIRCULAR 01, S. 2021, AMENDING RULES AND REGULATIONS ON THE MANUFACTURING/PROCESSING OF TOBACCO PRODUCTS INCLUDING SMALL AND MEDIUM ENTERPRISES (SMES)**

The Hon. Secretary indicated that, if possible, next time, updates should be shown in the appropriate column; and, if already included in the agenda item, be given/discussed right away.

**3. FINAL/TOTAL ASSESSMENT AND RECOMMENDATION TO ASSIST TOBACCO FARMERS WHO WERE ADVERSELY AFFECTED BY THE FREAK RAINS**

1 At the outset, the Secretary asked why in his notes there is no updated  
2 assessment, no recommendation submitted yet. There should be an  
3 update.  
4

5 Introduced by the Administrator, the OIC/DAOP, Engr. Cesar Sambrana,  
6 explained that the report was (still) based on the activities of the late DAOP,  
7 pertaining to the damage inflicted by the heavy rains of January 22 to 24 and  
8 February 11, 2021, which came from the branch offices.  
9

10 The report indicated that of the 23,742.65 hectares total area planted, 1,264.72  
11 hectares, or 5.28% of total area, were damaged. Adversely affected were  
12 5,496 farmers or 14.89% of total of 33,413 total farmers who actually planted.  
13 The total volume of loss was estimated at 2,509,240 kilos, valued at  
14 PhP80.861 million.  
15

16 Production assistance was given to affected farmers through the Gulayan at  
17 Manukan project amounting to PhP10.044 million. The other 3,042 farmers  
18 were beneficiaries of another assistance in the form of extension of collection  
19 of loan for a 3 year period, from 2021 to 2024 (June 15, 2024). NTA loans to  
20 farmers were slapped with 2% interest per annum and another 3% per month  
21 of delay in the repayment of loans, which will affect, from the 1,295  
22 hectares, some 51.5 hectares and 186 farmers. In terms of severity of  
23 damage, by area, it was La Union that was most affected and by period  
24 of occurrence, the first freak rain in January inflicted the most damage,  
25 which was estimated at PhP77.80 million.  
26

27 In connection with the assistance to farmers, the OIC/DAOP informed that they  
28 were just continuing where the late DAOP left off.  
29

30 Asked by the Secretary whether the affected farmers applied for the  
31 restructuring of their loans, the OIC/DAOP replied that the branch managers  
32 and their fieldmen have already been instructed to gather and prepare all the  
33 documents needed for the restructuring of their loans. They were just waiting  
34 for all the farmers, whoever may fail to pay their loans.  
35

36 As to why only 1,342 farmers were given out of the total 4,900 affected, the  
37 OIC/DAOP explained that as the allocated budget was very limited, PhP10  
38 million only, they prioritized the distribution through computing the percentage  
39 or severity of damage, such that, in the final run, the assistance were given  
40 only to the most severely affected farmers.  
41

#### 42 **4. REPORT ON THE SUSTAINABLE TOBACCO ENHANCEMENT** 43 **POGRAM (STEP).** 44

45 Pertaining to the STEP, the Administrator expressed his thanks to the  
46 Secretary and the Members of the Board for filing the STEP for the  
47 benefit of the 40,000 farmers. He informed that it was already forwarded  
48 to the DBM for proper funding and hoped that it will be approved ASAP  
49 to be able to help the farmers in line with President's agenda.  
50

51 The Secretary advised it will be good for Senator Bong Go to be given a  
52 copy, so that he may be able to help in the early approval/ release of the  
53 requested funding in time for the tobacco planting season.  
54

55 In this regard, the Administrator revealed that they were able to ask  
56 assistance of the Office of the President (OP). He informed them that  
57 this is not the problem of the Secretary but of the NTA. This was already  
58 approved last December but some fine tunings may be made once the  
59 budget is obtained, and with the provinces who need NTA's help.  
60



1 During their meeting, he further informed Senator Bong Go that it is  
2 about time to approve the program, which was initiated by the Secretary,  
3 and has been worked on for almost three years. It is hoped that it  
4 (funding) will be immediately approved, to be utilized for the needs of the  
5 farmers.  
6

7 Directed by the Secretary to visit the DBM from time to time, the  
8 Administrator replied he will still ask assistance from the OP and will be  
9 apprising the Secretary's office on the status of the project.  
10

11 The Secretary solicited ideas from the other Members of the Board, who,  
12 he said, have also their own connections, to help in pressuring DBM to  
13 release the needed funding. The Administrator added that more  
14 intensive follow up is needed, as we have only one year to implement  
15 this for the continuity of the project for the benefit of the farmers.  
16

17 The Secretary likewise reiterated his earlier suggestion, for the  
18 Management to engage a professional for the preparation of a video  
19 presentation for the STEP, to be used for promotional purposes  
20 wherever they go.  
21

22 In addition, he tasked the planning group to coordinate and encourage  
23 DBM, in connection with the above efforts; and, to coordinate with the  
24 Regional Development Councils of Regions I and II, for the presentation  
25 of the STEP, to secure resolution of support.  
26

27 Regarding the preparation of the video presentation, the Administrator  
28 indicated that NTA's PR team and that of the Office of the Secretary will  
29 be an effective collaboration.  
30

31 As regards pressuring the DBM re approval of the STEP and for the  
32 early release the funding, to start the preparatory activities for the  
33 incoming tobacco planting season, Director Casela informed that he  
34 discussed it with Governor Manotoc and spoke about its presentation.  
35 He tasked the planning team to provide the Governor a copy of the  
36 STEP.  
37  
38

39 **C. APPROVAL OF THE NTA CORPORATE OPERATING BUDGET (COB)**  
40 **FOR CY 2021**  
41

42 Introduced by the Hon. Administrator, the Budget Division Chief, Reynaldo  
43 Aquino, presented the NTA COB for CY 2021, as follows:  
44

- 45 1. The total amount was PhP1.373 billion or about PhP1.4 billion;
- 46 2. The amount will come from the following sources:
  - 47 a. Beginning balance, PhP500 million (M);
  - 48 b. Current income from operations, PhP168 M;
  - 49 c. Collection of Receivables, PhP242 M;
  - 50 d. Collection from Underpayment of CEF 2019/2020, PhP30M;
  - 51 e. Augmentation Fund for Kadiwa, from DA/RFO I, PhP10 M; and,
  - 52 f. Special Account in the General Fund, PhP422.35 M.  
53 ( which includes the funding for Personal Services (PhP127M); Tobacco  
54 Production Assistance (PhP100); and, Curing Barn Assistance,  
55 @PhP100k each, (PhP27.781M).  
56
- 57 3. The amount will be used for the following expense items:  
58



- 1 a. Personal Services (PS), PhP330.798 M;
- 2 b. Maintenance and Other Operating Expenses, PhP385 M;
- 3 c. Accounts Payable, PhP229 M;
- 4 d. Capital Outlay, PhP105 M; and,
- 5 e. Investment Outlay, PhP567.675M, which includes:
  - 6 1) Rice Production Assistance, PhP71.368M
  - 7 2) Improved Tobacco Seedling Production, PhP20 M;
  - 8 3) Tobacco Production Assistance, PhP 200 M;
  - 9 4) Beef Cattle and Goat Assistance, PhP 34 M
  - 10 (Beef Cattle, PhP24M; Goat, PhP10 M)
  - 11 5) NTA Kadiwa ni Ani at Kita Projects, PhP 13 M;
  - 12 6) Kadiwa Expansion for NCR, PhP 13 M;
  - 13 7) Curing Barn Assistance, PhP 124 M;
  - 14 8) Farm Mechanization, PhP 30 M;
  - 15 9) Mobility Support Program, PhP 140M;
  - 16 10) Chicken Layer Egg, PhP 3 M;
  - 17 11) Fertilizer, PhP 2 M;
  - 18 12) Gulayan at Manukan, PhP 10M;
  - 19 13)Vegetable Distribution PhP 15 M; and,
  - 20 14) Emergency Cash Assistance to Farmers, PhP 13.32M.

21  
22 Sixty per cent (60%) of the total Investment Outlay, amounting to PhP  
23 323.008M, will be collectible. Subsidy to farmers, therefore, amounts to  
24 PhP244.357M. End of Report.

25  
26 When the Hon. Secretary asked where the construction of the new NTA  
27 building was charged, Mr. Aquino replied that none for this time, although  
28 NTA has already prepared the DAED (Detailed Architectural and  
29 Engineering Design). The Hon. Administrator complemented Mr. Aquino's  
30 report, explaining that the DAED was already done. He already submitted it  
31 to the DPWH, through the Undersecretary for Planning. However, it is still  
32 under study up to the present. We are just awaiting for the certification that  
33 the NTA DAED is sufficient and within the standards of the DPWH.

34  
35 The Administrator added that the representative from the DPWH came over  
36 the NTA the day before, to check on the validity of the DAED and the  
37 ongoing demolition, which had already been completed. We are just  
38 recovering the irons and materials that were incorporated into the costing  
39 right now. In the end, he emphasized that we are just waiting for the  
40 certificate of approval of the DPWH that our DAED is within the standard.  
41 We will be submitting the same to the DBM, for it to act on the funding.

42  
43 The Secretary advised for NTA to hurry up because election is forthcoming  
44 and NTA may be caught up by the ban. The Administrator explained further  
45 that NTA has been waiting for the certification since March 14, 2021 and  
46 has been constantly following up the status of the certification which the  
47 DBM needs for the downloading of fund to NTA.

48  
49 Saying that the DBM is ready to help NTA once the endorsement is  
50 obtained from the DPWH, the Secretary inquired about the procurement  
51 process. The Administrator replied, it cannot be undertaken yet without the  
52 go signal from the DBM and we need the 'budget inclusion' in our budget, to  
53 be approved by the Board.

54  
55 The Secretary advised that after obtaining the certification from the DBM,  
56 NTA can already start with the procurement procedure, with the awarding  
57 after the approval of the DBM. Relating his experience in the LGU, the

1 Administrator said that with the notice of SARO (Special Allotment and  
2 Release Order), we can already start the procurement procedure and  
3 awarding to the winning bidder is done, after receiving the NCA (Notice of  
4 Cash Allocation). The Secretary said we have to watch out because once  
5 you have the SARO, it is as good as cash, then NCA comes next. With the  
6 SARO we can proceed with procurement, short of awarding.

7  
8 The Administrator concluded that tomorrow, he will be following up the  
9 certification from the DPWH; and, the funding, from the DBM.

10  
11 Director Martinez moved for the approval of the COB, with the Administrator  
12 seconding his motion. The Governing Board adopted the following  
13 resolution for the purpose, to wit:

14  
15 **RESOLUTION NO. 2060-2021**

16  
17 **“BE IT RESOLVED, AS IT IS HEREBY RESOLVED,**  
18 **that the NTA Governing Board approves the proposed NTA**  
19 **Corporate Operating Budget (COB) for Fiscal Year 2021,**  
20 **in the total amount of ONE BILLION THREE HUNDRED**  
21 **SEVENTY THREE MILLION TWO HUNDRED TWENTY**  
22 **EIGHT THOUSAND PESOS (PhP1,373,228,000.00).”**

23  
24 **UNANIMOUSLY APPROVED.....”**  
25 -----

26  
27  
28 **B. APPROVAL OF THE NTA AGENCY PLAN AND BUDGET (APB) FOR**  
29 **CY 2022**

30  
31 With the Honorable Secretary moving forward to the approval of the  
32 NTA APB for CY 2022, Director Martinez disclosed that, being new in  
33 the Governance (Committee), he wonder why we are approving the  
34 budget (referring to COB CY 2021) only now. The Administrator  
35 explained, this was approved March 5, 2020, the last budget by 2020.

36  
37 The Secretary clarified that this is a reiteration, giving us the flexibility,  
38 that is why they(Management) would like to come back to the Board.  
39 This is also a requirement of the DBM. Saying this is unusual, Director  
40 Martinez suggested that our budget should be ready by January.

41  
42 Finally, the Secretary explained that related to the budget for 2022 we  
43 are approving, this budget of the agency will be approved by  
44 Congress and this budget approved by Congress will be revisited  
45 again in 2022 and, again, will be scrutinized by the Board.

46  
47 Ending his discussion, the Secretary declared we can now approve  
48 the budget. The Administrator moved and Director Martinez seconded  
49 the motion for the approval of the NTA APB for CY 2022.

50  
51 The Governing Board adopted the resolution of approval, as follows:

52  
53 **RESOLUTION NO. 2061-2021**

54  
55 **“BE IT RESOLVED, AS IT IS HEREBY**  
56 **RESOLVED, that the NTA Governing Board approves the**  
57 **NTA Agency Plan and Budget (APB) for Fiscal Year**  
58 **CY 2022, in the total amount of ONE BILLION THREE**

HUNDRED ONE MILLION ONE HUNDRED FIFTY ONE  
THOUSAND PESOS (PhP1,301,151,000.00).

**UNANIMOUSLY APPROVED ."**

**C. CONFIRMATION OF THE SIXTEEN (16) PROMOTIONAL/ ORIGINAL  
APPOINTMENTS TO VACANT POSITIONS**

The Hon. Administrator reported that submitted, at present, to fill up the vacant positions, in compliance with Memorandum 01, are: Teresita De la Rosa, to be promoted from Project Evaluation Officer III, SG 18, to Economist IV, SG 22; Carol Lynn Sambo, from Senior Research Specialist, SG 18, to Supervising Research Specialist, SG 22; and, Orlando Galdones, from TPRO III, SG 15, to Administrative Officer V, SG 18. All of them are lone applicants to the single vacancy in the respective positions they were applying for.

Likewise, recommended to be promoted, from their present positions as TPRO I/Job Order Hiree, are lone applicants to Agriculturist I positions, SG 11, Permanent, namely: Roan Daprosa and Jannel Valdez.

The other applicants in the Administrator's report are for TPRO I positions, SG 11, Permanent, from their present positions as TPRO I/Job Order Hiree, namely: Edgar Torres, Josephine Cotillion, Vanessa De La Cruz, Julius Cesar Briones, Cristy Gabayan, Marvin Gambala, Julius Cesar Briones, Sheena Marie Cabuag, Nic Angelo Masiglat, and Marvin Lambana.

The final list of lone applicants to their respective positions include Johnny Rosendo, TPRO I/Job Order Hiree to TPRO I, SG 11, Permanent; and, Carmelita Albano, from Senior Bookkeeper, SG 9, to TPR Assistant II, SG 10, Permanent.

Opening for discussion, the Secretary asked whether this was reviewed by the committee. The Administrator answered, "It is my Committee, Your Honor".

The Secretary solicited questions from the Board, since as per observation, there is only one applicant to all the 16 positions. He asked, therefore, whether this was properly posted in the bulletin board or whether all those equally qualified people are given the opportunity.

The Administrator explained that they were able to discuss this in the committee meeting the day before. They called the attention of the Administrative Officer, who stated that they follow all the rules and regulations for all the 16. All of the JO/Hirees are from Candon BO.

The Secretary said it was surprising that while there are JOs or people from within, why is there only one applicant (to every position). The evaluation appeared everything were included, including those not recognized. If they say there were more applicants, why is it that only one was placed. For the purpose of the Board meeting, depending on the number of vacancies, all those evaluated and qualified should be included in the recommendation. Management cannot just present to the Board, only the one who was recommended. Management can tell

1 the Board, it is recommending this person, but it has still to mention/  
2 present the rest of the applicants (in the tabulation 1, 2, 3, 4 and 5), if  
3 they qualify. From the complete list, the Board will deliberate and  
4 choose. It is not proper for Management to recommend only one, when  
5 there are many who are qualified to the position.  
6

7 The Administrator recalled that during the discussion in the committee  
8 meeting, they have followed that set up, placed all the contenders, with  
9 their rankings. The truth of the matter, however, is that there were  
10 really only 12 contenders, the only applicants (to the vacant positions of  
11 TPRO I), and all of them came from Candon BO.  
12

13 When the Secretary called for further discussion, Director Martinez  
14 voiced out he cannot seem to believe that there is only one applicant;  
15 and then, asked whether there are other people we can hire and what  
16 is now the pleasure of the Board.  
17

18 Asked by the Secretary for any other observation, the Administrator  
19 relayed the text message from the Administrative Officer which said  
20 that, by practice, in every board meeting, they presented about 3 to 4  
21 applicants applying for every position. However, specifically for these  
22 16 positions, they had some discussion to iron out the issue, but she  
23 was similarly surprised, why there were only lone applicants, when  
24 these positions were posted in the CSC and even in the NTA website.  
25

26 When the Secretary asked for other responses, the Administrator  
27 suggested that following the Secretary's instruction, we can already  
28 prioritize the filling up of positions which were already in order, properly  
29 chosen lone applicants. As to the rest, those with other contenders, as  
30 Director Martinez mentioned, the Administrator said he will check,  
31 because never did he meddle in the process during the lockdown. (All  
32 the people has to earn a living.). At this point, there are key positions  
33 that still have to be deliberated on; but, we can already proceed ahead  
34 with the truly lone applicants, so that we can continue to meet our June  
35 deadline. The Administrator noted that while we were in a lockdown for  
36 almost 3 months, he observed that they continue with the interview of  
37 the applicants.  
38

39 Given the floor by the Secretary, Director Casela expounded that for  
40 the Agriculturist I position in the Candon Branch Office, there were  
41 three applicants that were evaluated and three more were evaluated,  
42 too, for the TPRO I position in the same branch office.  
43

44 The Secretary said, they were not shown in the report; and then,  
45 directed that in the summary evaluation report, all the applicants (to  
46 particular positions) should be included in the format from which the  
47 Board will choose. There will be no problem if the Administrator will  
48 choose and the Board will have other choices too. At this point, the  
49 Secretary expressed his view that the Board can already proceed with  
50 approving the vacant positions with truly lone applicant and return to  
51 Management those with multiple applicants, to be presented next time  
52 around. He called the attention of the Administrator who immediately  
53 replied, "Noted, Sir".  
54

55 On what can the Board possibly approve among the lone applicants  
56 based on the manifestation, Director Casela expressed his agreement  
57 to the final word of the Secretary and based on the evaluation of the



1 HR, he voted for the confirmation of Teresita De La Rosa (CorPlan),  
2 Carolyn Sambo (IRD), Orlando Galdones (Candon BO), Johnny  
3 Rosendo (Candon BO) and Carmelita Albano (Finance Dept.). Director  
4 Quintal seconded the motion to approve the confirmation.

5  
6 For the purpose, the Governing Board adopted the resolution, as  
7 follows:

8  
9 **RESOLUTION NO. 2062 -2021**

10  
11 **“BE IT RESOLVED, AS IT IS HEREBY RESOLVED,**  
12 that the NTA Governing Board confirms the appointment of  
13 the following lone applicants to the vacant positions, as  
14 presented and recommended to the Board, namely:

- 15  
16 1. **Teresita D. De La Rosa**, from Project Evaluation Officer III, SG 18,  
17 Permanent, Corplan, to Economist IV, SG 22, Permanent, of the  
18 same department;  
19 2. **Carol Lynn R. Sambo**, from Senior Science Research Specialist,  
20 SG18, Permanent, Industrial Research Dept. to Supervising  
21 Science Research Specialist, SG 22, Permanent, of the same  
22 department;  
23 3. **Orlando L. Galdones**, from Tobacco Production and Regulation  
24 Officer (TPRO) III, SG 15, Permanent, Candon Branch Office, to  
25 Administrative Officer V, SG 18, Permanent of the same Branch  
26 Office;  
27 1. **Johnny Q. Rosendo**, from TPRO I/Job Order Hiree, Candon  
28 Branch Office to TPRO I, SG 11, Permanent, of the same Branch  
29 Office; and,  
30 2. **Carmelita V. Albano**, Senior Bookkeeper, Permanent, SG 9,  
31 Finance Department to Tobacco Production and Regulation  
32 Assistant II, Permanent, SG 10, of the same department.

33  
34 **UNANIMOUSLY APPROVED.....”**

35 -----

36  
37 **D. AMENDMENT OF RULE 3 REGULATION III OF THE RULES AND**  
38 **REGULATIONS GOVERNING THE MANUFACTURE/PROCESSING**  
39 **OF TOBACCO PRODUCTS TO INCLUDE ITS FEE FOR SMALL**  
40 **AND MEDIUM ENTERPRISES (SMES)**

41  
42 Regulation Manager, Atty. Ambros, reported that the proposal has  
43 been revised, as earlier stated.

44  
45 Atty. Ambros recalled that in the initial draft of the Memorandum  
46 Circular 001, the proposed amount of annual accreditation fee for the  
47 graduated number of sticks varied from PhP6,000 to PhP24,000.  
48 However, the proposal was revisited based on the recommendation  
49 and directive from the Members of the Board to make the rates  
50 promotional of SMEs, most of them are manufacturing cigars, located  
51 in the Mindanao. Resultantly, the annual accreditation fees were  
52 adjusted so that for those producing less than 1 million(M), 10M,  
53 100M and 1 billion(B) sticks, will only pay PhP1,200, PhP3,600,  
54 PhP6,000 and PhP12,000, respectively.

55  
56 The rates for those producing 1B and above, and succeeding higher  
57 tiers, were retained, according to our existing rules.



1 Atty. Ambros ended his presentation with the reiteration of the request  
2 for the approval of the proposed Memo Circular, as redrafted/  
3 amended.  
4

5 When the Secretary asked the Board for any discussion on the  
6 matter, Director Casela revealed that the matter has already been  
7 discussed in the Committee Meeting the day before, where they very  
8 much appreciate Atty. Ambros for his consideration because the  
9 Board find that this (rate) was rationalized for the benefit and  
10 consideration of the SMEs. He thanked Atty. Ambros that adjustments  
11 have been made.  
12

13 As there has no further discussion, Director Quintal moved for the  
14 approval and Director Casela seconded the motion. The Governing  
15 Board then adopted the following resolution:  
16

17 **RESOLUTION NO. 2063-2021**

18  
19 **“BE IT RESOLVED, AS IT IS HEREBY**  
20 **RESOLVED,** that the NTA Governing Board approves  
21 the proposed Amendment of Rule 3 Regulation III of the  
22 Rules and Regulations Governing the Manufacture/  
23 Processing of Tobacco Products to Include its Fee for Small  
24 and Medium Enterprises (SMEs), as follows:  
25

Number of Cigars/Cigarette Sticks/ Pieces Manufactured/Processed per annum	Rate of Annual Accreditation Fee
Less than 1,000,000	PhP 1,200.00
1,000,000 to less than 10,000,000	3,600.00
10,000,000 to less than 100,000,000	6,000.00
100,000,000 to less than 500,000,000	12,000.00
500,000,000 to less than 1 billion	24,000.00
1 billion to less than 10 billion	30,00.00
10 billion to less than 30 billion	36,000.00
30 billion to less than 50 billion	48,000.00
50 billion and above	60,000.00

26  
27 **UNANIMOUSLY APPROVED.....”**  
28 -----  
29

30  
31 **E. REHABILITATION/OPERATION OF THE TOBACCO DUST**  
32 **PROCESSING PLANT (TDPP) AGRIBUSINESS PROJECT**  
33

34 The OIC/DAOP explained that the TDPP is used in fishponds as  
35 molluscicide to control snails and other predators; and at the same  
36 time, as fertilizer to promote the growth of algae/lablab. What is more  
37 important is that this is intended as an alternative to the highly toxic,  
38 cyanide based inorganic chemicals being used by fishpond owners.  
39 Our Tobacco Dust (TD) produce already came from (approved by)  
40 insecticide authorities.  
41

42 The Management is proposing to revive the TD plant. As discussed  
43 during the Committee meeting, the project will have three aspects: 1)  
44 to review the performance and accomplishment of our TDPP in terms  
45 of production and in terms of market; 2) to explore the other uses of  
46 tobacco dust which have been found to be very high in organic  
47 matter. We can undertake research on its use to control “kuhol” in rice

1 paddies, so this will expand the market for our product. Perhaps, we  
2 can maintain or increase the price for the product which will improve  
3 the viability of the plant.  
4

5 After the review, 3) they will come up with the recommendation,  
6 noting that the NTA's plant in Santo Tomas needs rehabilitation  
7 because it was gutted by fire 3 years ago. While this has been  
8 rehabilitated, the machineries for the processing cannot be used,  
9 because they were badly damaged.  
10

11 We have created a committee to study the possibility of renovating,  
12 rehabilitating and eventually look into the costing. We plan to organize  
13 a committee that will prepare a draft proposal that we can present in  
14 the succeeding Board meeting.  
15

16 What we will be asking is to allow us to undertake the different studies  
17 including the operation of the plant. It may be recalled that we have  
18 presented this already with Dr. Nestor Domenden when he was BFAR  
19 Director and they have a very good perception of the TD. May be we  
20 can have another agreement with BFAR for the extensive use of TD  
21 Plus in the sterilization of fishponds and in the promotion of the  
22 growth of lablab, which is a natural food for fingerlings.  
23

24 In summary, what they like is to be allowed to undertake the activities  
25 they intend to do. The OIC/DAOP claimed he is not sure whether the  
26 operation of the TD Plant was stopped because of the Resolution of the  
27 Board to suspend operations. The idea, therefore, is to prepare a  
28 proposal requesting for the issuance of another Board Resolution that  
29 will set the TD project into motion.  
30

31 When asked by the Secretary pertaining the objective of presenting to  
32 the Board, the OIC/ answered "to request for approval on the conduct  
33 of study and corresponding recommendation plan for the TD Plus".  
34

35 Asking the Board for any idea, Director Casela explained that while the  
36 proposal of management for reviving is agreeable because of the  
37 various purposes/benefits, there are gray areas that need to be looked  
38 into, particularly the production of raw material, the marketing of the  
39 product and the budget for the rehabilitation.  
40

41 He explained that to be effective as molluscicide, the raw material must  
42 be able to meet the standard of 1 percent nicotine. Sourcing/coming up  
43 with the raw material, therefore, may be a problem. Marketing is  
44 definitely a problem, as fishpond operators prefer to buy the sweepings  
45 from factories which is a lot cheaper. What will NTA management  
46 propose as a selling price then. The team must look into these gray  
47 areas for the purpose of protecting management/ investment. Resulting  
48 from the discussion with Engr. Sambrana, a resolution will be needed  
49 to allow the conduct of study and come back again with the  
50 development proposal that will serve as the basis for lifting the  
51 suspension and allow the operation of the TD plant.  
52

53 The Secretary verbalized his understanding that the basic objective is  
54 just to give the approval so that management can do the feasibility  
55 study (again, to revive the plant). After that, they will come back with  
56 the result of the study and this is the only time for the Board to decide  
57 whether or not to allow the operation of the plant.  
58

1 With the Secretary asking for any motion to approve the conduct of  
2 feasibility study for the tobacco dust production agribusiness project,  
3 Director Martinez moved and Administrator seconded the motion.  
4

5 The Governing Board adopted the following resolution for the  
6 purpose:  
7

8 **RESOLUTION NO. 2064-2021**  
9

10 "BE IT RESOLVED, AS IT IS HEREBY  
11 RESOLVED, that the NTA Governing Board approves  
12 the request of Management to conduct feasibility study  
13 for the tobacco dust production agribusiness project."  
14

15 **UNANIMOUSLY APPROVED ."**  
16 -----  
17

18 **VI. OTHER MATTERS**  
19

20 ✓  
21 **VII. ADJOURNMENT**  
22

23 As there are no other items for discussion in the agenda, Director Casela moved  
24 for the adjournment of the meeting. The Administrator seconded the motion.  
25

26 The Honorable Secretary officially adjourned the meeting at 5:01 PM  
27  
28 -----  
29  
30  
31  
32

33 **PREPARED AND CERTIFIED CORRECT:**  
34

35 **FOR : REX ANTONIO P. TEOXON**  
36 **Board Secretary V**  
37

38   
39  
40 **Atty. ROBERT A. AMBROS**  
41 **Interim Corporate Secretary**  
42  
43  
44  
45

46 **ATTESTED:**  
47  
48

49   
50  
51 **Hon. WILLIAM D. DAR, Ph.D.**  
52 *Secretary, Department Agriculture*  
53 *and Chairman, NTA Governing Board*  
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**Hon. ROBERT VICTOR G. SEARES, JR.**  
*Administrator/CEO  
and Vice-Chairman, NTA Governing Board*



**Hon. JESSE PAT M. SERNA**  
*Appointive Director, Tobacco Manufacturing Sector*




**Hon. WILFREDO C. MARTINEZ**  
*Appointive Director, Tobacco Farmers Sector*



**Hon. NESTOR C. CASELA**  
*Appointive Director, Academic Community Sector*



**Hon. TEOFILO R. QUINTAL**  
*Appointive Director, Tobacco Farmers Sector*



**Hon. DANILO C. TRONGCO**  
*Appointive Director, Tobacco Farmers Sector*



**Hon. WILSON R. VICTORIO**  
*Appointive Director, Tobacco Traders/Exporters Sector*



Republic of the Philippines  
**DEPARTMENT OF AGRICULTURE**  
**NATIONAL TOBACCO ADMINISTRATION**

3<sup>rd</sup> & 4<sup>th</sup> Floors, Ben-Lor Building, 1184 Quezon Ave., Quezon City  
(2) 8374-3987 / Fax. No. (02) 8374-2505 / website: nta.da.gov.ph  
ISO 9001: 2015 QMS-CERTIFIED

**OFFICE OF THE NTA GOVERNING BOARD**

**MINUTES OF THE ONE HUNDRED AND FORTY SECOND (142<sup>ND</sup>) REGULAR MEETING OF THE NTA BOARD OF DIRECTORS, HELD AT BOARD ROOM, 3/F BEN-LOR BLDG., 1184 QUEZON AVENUE, QUEZON CITY  
29 JULY 2021**

**PRESENT:**

<b>Secretary WILLIAM D. DAR, PhD.</b>	-	Department of Agriculture and Chairman, NTA Governing Board
<b>Adm. ROBERT VICTOR G. SEARES, JR.-</b>		Vice-Chairman of the Board and Administrator/CEO
<b>Dir. JESSE PAT M. SERNA</b>	-	Member, Manufacturing Sector
<b>Dir. NESTOR C. CASELA</b>	-	Member, Academic Community Sector
<b>Dir. WILFREDO C. MARTINEZ</b>	-	Member, Tobacco Farmers Sector
<b>Dir. TEOFILO R. QUINTAL</b>	-	Member, Tobacco Farmers Sector
<b>Dir. DANILO C. TRONGCO</b>	-	Member, Tobacco Farmers Sector
<b>Dir. WILSON R. VICTORIO</b>	-	Member, Trader/Exporter Sector

**Others Present:**

<b>Atty. JUN FRED V. PARADO</b>	-	Legal Officer, Office of the Admin.
<b>Ms. FORTUNA C. BENOSA</b>	-	Manager, Corplan Department
<b>Ms. MA. THERESA B. LAUDENCIA</b>	-	Manager, Finance Department
<b>Ms. PERLA C. MANZON</b>	-	OIC/Manager, Admin. Department
<b>Mr. RAMON R. MUNCAL</b>	-	Stenographer III
<b>Mr. REX ANTONIO P. TEOXON</b>	-	Board Secretary

**HIGHLIGHTS OF THE MEETING**

**I. OPENING PRAYER**

**Atty. Jun Fred Parado**, Legal Officer V, led the opening prayer.

**II. CALL TO ORDER**

The Honorable DA Secretary, Dr. William D. Dar, Chairman of the NTA Governing Board and Presiding Officer, called the meeting to order at about 10:45 AM.

**III. DETERMINATION OF QUORUM**

Acknowledging the presence of the Honorable Chairman and all the Members of the NTA Governing Board, the Corporate Secretary declared that there is a quorum for the 142<sup>nd</sup> Regular Board Meeting.



1  
2 **IV. APPROVAL OF THE AGENDA OF THE 142<sup>ND</sup> REGULAR MEETING OF THE**  
3 **NTA GOVERNING BOARD HELD THIS 29 JULY 2021 AT THE BOARD**  
4 **ROOM, 3/F BEN-LOR BLDG., 1184 QUEZON AVENUE, QUEZON CITY**  
5

6 Moving forward, the Honorable Secretary presented the Agenda for the 142<sup>ND</sup>  
7 Regular Meeting and asked if anyone is moving for its approval. Director Casela,  
8 seconded by Director Trongco, moved for the approval of the Agenda. The  
9 Governing Board, then, adopted the following resolution, to wit:

10  
11 **RESOLUTION NO. 2065-2021**

12  
13 “**BE IT RESOLVED, AS IT IS HEREBY RESOLVED**, that the  
14 NTA Governing Board approves the Agenda for the One Hundred  
15 and Forty Second (142<sup>ND</sup>) Regular Meeting of the NTA Governing  
16 Board, held on 29 July 2021, at the Board Room, 3/F Ben-Lor  
17 Building, 1184 Quezon Avenue, Quezon City.  
18

19 **UNANIMOUSLY APPROVED.....”**  
20 -----  
21

22  
23 **V. FOR APPROVAL/CONFIRMATION/CONSIDERATION:**  
24

25 **A. MINUTES OF THE 141<sup>ST</sup> REGULAR MEETING OF THE NTA**  
26 **GOVERNING BOARD, HELD ON 29 JUNE 2021, AT THE AT THE**  
27 **BOARD ROOM, 3/F BEN-LOR BLDG., 1184 QUEZON AVENUE,**  
28 **QUEZON CITY**  
29

30 At the outset, the Honorable Secretary reminded the Board of the existing  
31 rule that they adopted, “to approve the Minutes, subject to the submission  
32 by the Members of the Governing Board, any correction, within five (5)  
33 days from the meeting”.  
34

35 As there has been no comment to the Minutes, Director Quintal moved for  
36 its approval. Director Trongco seconded the motion, for which the  
37 Governing Board adopted the following resolution:  
38


39 **RESOLUTION NO. 2066-2021**

40  
41 “**BE IT RESOLVED, AS IT IS HEREBY RESOLVED**, that  
42 the NTA Governing Board approves the Minutes of the One  
43 Hundred and Forty First (141<sup>st</sup>) Regular Meeting of the NTA  
44 Governing Board, held on 29 June 2021, at the Board Room,  
45 3/F Ben-Lor Building, 1184 Quezon Avenue, Quezon City.  
46

47 **UNANIMOUSLY APPROVED.....”**  
48 -----  
49

50  
51 **B. MATTERS ARISING FROM THE MINUTES OF THE PREVIOUS**  
52 **MEETINGS:**  
53

54 Requested by the Hon. Secretary, the Hon. Administrator presented  
55 every item under the Matters Arising from the Minutes of the Previous  
56 Meetings, one after the other, as follows:  
57



1 **1. STATUS REPORT ON THE DETAILED ARCHITECTURAL AND**  
2 **ENGINEERING DESIGN (DAED): CERTIFICATION FROM DPWH**  
3 **AND SUBMISSION TO DBM**  
4

5 The Hon. Administrator reported that the Certification, which we were  
6 asking for review, was awaiting for approval and signature by  
7 Undersecretary Cabral, under the Bureau of Construction of the DPWH.  
8

9 The Hon. Administrator will continue to follow up with the DPWH so that  
10 the same can be immediately submitted to the DBM for the release of  
11 requested fund.  
12

13 Asked by the Hon. Secretary on the timeline for construction, the Hon.  
14 Administrator replied that while we have a lockdown for about two (2)  
15 months, the demolition of the old NTA building had already been  
16 completed. The site now is ground zero. We are, therefore, just awaiting  
17 for the approval of the certification from the DPWH; and, the release of  
18 the funding from the DBM, so that we can proceed directly with the  
19 construction of the new building.  
20

21 **2. REPORT/UPDATE ON THE VARIOUS INSTRUCTIONS PERTAINING**  
22 **TO THE STEP: PREPARATION OF PRESENTATION MATERIAL FOR ITS**  
23 **PROMOTION; COORDINATION WITH THE DBM RE RELEASE OF FUNDS;**  
24 **AND COORDINATION WITH REGIONAL DEVELOPMENT COUNCILS (RDC**  
25 **I & II) TO SECURE ENDORSEMENT OF STEP**  
26

27  
28 The Hon. Administrator reported that he just came from Malacañang last  
29 night, where he was able to talk with Senator Bong Go, Executive  
30 Secretary Salvador Medialdea and DBM Secretary Wendel Avisado,  
31 with his Chief of Staff, Asec. Kim De Leon.  
32

33 The Hon Administrator gave an update, that our request was already  
34 signed/endorsed by the Honorable Secretary of Agriculture. Secretary  
35 Medialdea advised we have to talk with Secretary Avisado, who asked  
36 for certification from the Treasury pertaining to the availability of funds.  
37 In reply, the Hon. Administrator said that the funds will come from the  
38 NTA's Special Funds pursuant to Republic Act No. 4155.  
39

40 The Hon. Administrator will follow up again (on July 29 PM) with Asec  
41 Kim De Leon, who he said they will be calling each other about the  
42 STEP.  
43

44 The Administrator conveyed NTA's particular concern that the project  
45 may be caught up by the election ban and, therefore, can no longer be  
46 availed of by the tobacco farmers. He said this is the reason why NTA  
47 has been working for the fast tracking of the release of funds by the  
48 DBM.  
49

50 In furtherance, the Administrator advised that it is high time (more than  
51 enough) for the STEP program to be given approval, as this has been  
52 approved by Congress, which provided the Special Fund; and, the  
53 program was already complete, made possible by our Hon. Secretary of  
54 Agriculture.  
55

56 The Hon. Administrator concluded his report saying that our papers have  
57 already been submitted to the DBM, from which we are waiting for  
58 approval.

1  
2 (The Corplan Manager submitted a report re the other instructions afore mentioned.)  
3  
4

5 **3. SPECIFIC TIMETABLE/ ACTION PLAN/ /PROPOSAL FOR THE**  
6 **PREPARATION OF FEASIBILITY STUDY FOR THE REVIVAL OF THE**  
7 **TOBACCO DUST PRODUCTION AGRIBUSINESS PROJECT**

8  
9 The Honorable Administrator informed that the responsibility for the  
10 project rests with the Office of the Administrator (OAD) and the Officer-in  
11 Charge/Deputy Administrator for Operations (OIC/DAOP), who had given  
12 his presentation during the Committee Meeting yesterday.

13  
14 The Administrator advised he will be asking OIC/DAOP Sambrana to  
15 explain the project further.

16  
17 The Honorable Secretary, however, interjected that it is difficult if there is  
18 no project document. Otherwise, we will just tackle the project next time,  
19 when the same shall have been submitted. The Administrator replied,  
20 "Yes. I will ask Engr. Sambrana".  
21

22  
23 **4. REPORT ON THE FILLING UP OF VACANT POSITIONS:**  
24 **a. 77 TARGETTED TO BE FILLED UP BY 30 JUNE 2021**  
25 **b. NEW TARGET AND TIMETABLE**

26  
27 The Hon. Administrator introduced the OIC/Administrative Manager,  
28 Perla Manzon, to report on the filling up of vacant positions.

29  
30 To start with, OIC/Manager Manzon reported that out of 77 vacancies  
31 targeted to be filled up, 16 applicants have already undergone  
32 recruitment and selection procedures and submitted to the Board for  
33 confirmation last 29 June 2021. However, only the truly lone applicants  
34 were approved, and the remaining 11 positions, were returned, (for  
35 enhancement of presentation). Actually, 10 of them are TPROs, which  
36 will be resubmitted today for confirmation. In addition to the 11 TPRO I  
37 and Agriculturist I positions of the Candon BO, there are also 11 more  
38 lone applicants that will be submitted for today's confirmation.  
39

40 OIC/Manager Manzon added that in the narrative report that she  
41 submitted, per DA's requirement, the remaining 49 vacant positions  
42 have been targeted to be filled up before the election ban.  
43

44 The Hon. Secretary commented it (timeline) is too long. He directed NTA  
45 to ensure that all the vacancies be filled up this year, in which regard,  
46 OIC/Manager Manzon informed that in their meeting with the Hon.  
47 Administrator, the interview for the 49 vacancies (excluding the new  
48 ones) will commence immediately by August.  
49

50 Thanking them for the report, the Hon. Secretary advised for them to try  
51 their best and accelerate the recruitment process in the ensuing months  
52 so that everything (all the vacancies) will be filled up.  
53

54 In this regard, the Hon. Administrator sought the Hon. Secretary's help  
55 regarding the appointments that remained unacted at the CSC (Civil  
56 Service Commission). He informed that he also sought the help of PMS  
57 (Presidential Management Staff) to which the Hon. Administrator

1 furnished a list, which already included the 11 which are about to be  
2 confirmed.

3  
4 OIC/Manager Manzon complemented that the additional 11 positions,  
5 aside from the 11 TPRO and Agriculturist positions, earlier mentioned  
6 make up for the total of 22 that were returned today for re-confirmation.

7  
8 Clarifying that there is an additional 11, the Hon. Secretary asked the  
9 Chairman of the Committee and the rest who were involved to give their  
10 initial reports.

11  
12 The Hon. Administrator, Committee Chairman, immediately replied that  
13 he was involved. Director Casela added that he was supposed to  
14 participate in the deliberations but was not able to do so because of the  
15 pandemic. In any case, the Administrator was there, to participate in the  
16 deliberations for the Committee on Selection and Promotion.

17  
18 Asked by the Hon. Secretary for any more discussion, the Hon.  
19 Administrator informed that he directed the OIC/Admin Manager to e-  
20 mail the "color-coded" matrix to the Members of the Board, for them to  
21 appreciate the batches for interview and those for confirmation in the  
22 next Committee and Board meetings. The Hon. Administrator assures  
23 the Board that at least 4 or 5 positions will be taken up, every Committee  
24 and Board Meeting; and, that will be done continuously.

25  
26 The Hon. Secretary pointed out that in relation to the recruitment, you  
27 should always look for applicants to the various positions, than the lone  
28 applicant for every position, which seemed abnormal.

29  
30 Director Casela informed that in the Committee Meeting yesterday, that  
31 concern was tackled. For the purpose of ensuring the hiring of efficient  
32 and competent employees, a member of the Personnel Committee of  
33 the Governing Board should be present during the deliberations. For the  
34 interview and deliberation intended to fill-up the 11 applicants, (out of the  
35 77 they submitted to the Governing Board last June 29), all of them will  
36 be taken up, as understood, for the appreciation of the Hon. Secretary.  
37 Actually, there are 10 TPRO positions and also 10 in our presentation.

38  
39 The Hon. Administrator added that Senator Bong go already signed and  
40 even the 11 which were not confirmed yet, had already been  
41 established.

42  
43 Addressing the Hon. Secretary, Director Quintal volunteered the  
44 information that, as to the participation of the members of the Governing  
45 Board or any member of the Board Committee on Remuneration and  
46 Selection, during the first year of their term, there was already a  
47 resolution for them to participate. That was during the first time that  
48 Director Casela was Chairman of the Selection Board and he  
49 participated in the deliberations. During the succeeding years, however,  
50 particularly, in the last two years, because of the said pandemic, he has  
51 not been attending in the deliberation of the applicants by the Selection  
52 Board. The reason, he said was not because of his intention, but  
53 because of the present situation, that he was not able to participate.

54  
55 Asked by the Hon. Secretary what do we do now, the Hon. Administrator  
56 explained that per OIC/Manager's advice, these TPRO positions are  
57 unique positions and the applicants are "Job Order hires", for the past  
58 five (5) years, for the same position, they were applying for. This holds



1 true particularly for Candon BO, which 9 vacant positions were matched  
2 with the 9 applicants, thereof.

3  
4 Addressing OIC/Manager Manzon, the Hon. Secretary said he does not  
5 like "matching". He declared that matching process is wrong. We have  
6 to encourage more applicants. We have to announce so that more  
7 applicants will come. We have to follow the process, despite the  
8 pandemic. We have to follow the guidelines and there must be "no short  
9 cuts" despite the pandemic. He reiterated, "let us follow the process".

10  
11 Confirming from the Hon. Administrator that the process, as approved,  
12 has not been followed; and, that the Members of the Board were not  
13 involved in the selection process, even with the next eleven (11)  
14 vacancies to be confirmed, (which also have lone applicant for every  
15 position), the Hon. Secretary ended with directing to RE-POST the  
16 vacancies, (to invite more and better qualified applicants).

17  
18  
19 **C. CONFIRMATION OF TWELVE (12) NEW/ADDITIONAL**  
20 **PROMOTIONAL/ ORIGINAL APPOINTMENTS TO VACANT**  
21 **POSITIONS**

22  
23 (The subject matter has already been covered in the above discussion,  
24 faced with the same issue of matching lone applicant to every vacant  
25 position.)

26  
27 After ending the discussion with the instruction to RE-POST, the Hon  
28 Secretary directed the Board to move to the next item in the agenda.

29  
30  
31 **D. APPROVAL OF THE AWARD OF CONTRACT FOR THE PROJECT:**  
32 **"SUPPLY AND DELIVERY OF SEVENTY FOUR (74) UNITS OF**  
33 **LAPTOP COMPUTER FOR USE BY THE OFFICIALS AND**  
34 **EMPLOYEES OF THE NTA CENTRAL OFFICE AND BRANCH**  
35 **OFFICES (PB NO.20210), IN FAVOR OF MACROLOGIC DIVERSIFIED**  
36 **TECHNOLOGIES INC. WITH THE LOWEST CALCULATED AND**  
37 **RESPONSIVE BID (LCRB) IN THE AMOUNT OF PHP 3,995,112.00**

38  
39 The Hon. Secretary asked if any member of the Board can make  
40 manifestation and called for the Chairman of the Committee.

41  
42 Director Martinez reported what was discussed in the Committee  
43 Meeting yesterday that "before and after the bidding, there should be  
44 one director involved".

45  
46 Addressing the Hon. Administrator, the Hon. Secretary said we should  
47 review the guidelines; and then, we follow the guidelines. It would be a  
48 waste of opportunity (sayang lang), if we will not follow the process. The  
49 process should be followed, otherwise, the Board may be placed into  
50 an ill-fated situation/extreme embarrassment (malilintikan). It will hit not  
51 only the Administrator but the Board, as a whole, if the process is not  
52 right.

53  
54 At this juncture, Director Casela, claiming he was not a member of the  
55 committee responsible for the purchase of the laptops, relayed the  
56 explanation of the Finance Manager that the Branch Managers, needs  
57 them, due to the work from home arrangement, because of the  
58 pandemic.



1  
2 The Hon. Secretary replied, to the effect that it is not the "need", but  
3 only the "process" that is in question. Agreeing with the Hon. Secretary,  
4 Director Casela expounded that during the discussion on the purchase  
5 of the 74 laptops in the Committee meeting yesterday, the issue  
6 cropped up with respect to the observation by some members of the  
7 Board that there were other purchases that were not discussed with the  
8 Committee. He further said that Atty. Ambros' justification was that it  
9 was "because of the "emergency use" of that particular item, the  
10 members of the Board were not informed". "That was the justification of  
11 Atty. Ambros", Director Casela ended his discussion.  
12

13 The Hon. Secretary declared he cannot accept "that" because the  
14 Board, with every member present, has been meeting every 2 to 3  
15 weeks. For this reason, we are questioning the process.  
16

17 As has been discussed yesterday, the Hon. Secretary asked for the  
18 decision of the Committee. Director Casela informed that after,  
19 exhaustive deliberation, the Board approved the purchase. Director  
20 Martinez added that forming part of the decision yesterday was the  
21 agreement that members of the Board will be present in the process;  
22 and, that "this should not serve as a precedent", because they were just  
23 a text away.  
24

25 Before asking for a motion to approve, the Hon. Secretary reiterated  
26 that the process must be observed; there is always a means to inform  
27 members of the Board; and, now, this will be part of the Board's  
28 approval.  
29

30 Asked by the Hon. Secretary, Director Casela moved for the approval of  
31 the request to approve the award of contract as proposed by  
32 Maqmanagement. Director Martinez seconded the motion. The Governing  
33 Board for the purpose, adopted the following resolution:  
34

35 **RESOLUTION NO. 2067-2021**  
36

37 **"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, that the**  
38 **NTA Governing Board approves the request of Management for**  
39 **Approval of the Award of Contract for the Project: "Supply and**  
40 **Delivery of Seventy Four (74) units of Laptop Computer for Use by**  
41 **the Officials and Employees of the NTA Central Office and Branch**  
42 **Offices (PB No.20210), in favor of Macrologic Diversified**  
43 **Technologies Inc., with the lowest calculated and responsive bid**  
44 **(LCRB) in the amount of Php 3,995,112.00."**  
45

46 **UNANIMOUSLY APPROVED....."**  
47  
48 -----  
49

- 50  
51 **E. REQUEST FOR THE CONDUCT OF PUBLIC RE-BIDDING FOR THE**  
52 **PROJECT: "SUPPLY AND DELIVERY OF SIXTY (60) SETS OF**  
53 **CHICKEN LAYER "EGG MACHINE" WITH LAYER FEEDS FOR NTA-**  
54 **CANDON BRANCH OFFICE, ILOCOS SUR", WITH THE APPROVED**  
55 **BUDGET FOR THE CONTRACT (ABC), IN THE AMOUNT OF**  
56 **PHP3,000,000.00.**  
57

1 The Hon. Secretary asked if anyone moving for the approval of the  
2 procurement.

3  
4 Director Casela moved and the Hon. Administrator seconded the motion  
5 to approve the proposed conduct of public re-bidding as proposed by  
6 Management, for which the Governing Board adopted the following  
7 resolution, to wit:

8  
9 **RESOLUTION NO. 2068-2021**

10  
11 **“BE IT RESOLVED, AS IT IS HEREBY RESOLVED,** that the  
12 NTA Governing Board approves the request of Management:

13  
14 **a. to Conduct Public Re-Bidding for the Project: “Supply and**  
15 **Delivery of Sixty (60) Sets of Chicken Layer “Egg Machine”**  
16 **with Layer Feeds for NTA-Candon Branch Office, Ilocos Sur”,**  
17 **with the Approved Budget for the Contract (ABC) in the amount of**  
18 **Php3,000,000.00; and,**

19  
20 **b. in case of failure of public bidding, to conduct negotiated**  
21 **procurement,**

22  
23 in accordance with the Government Procurement Reform Act (RA  
24 No. 9184) and its Implementing Rules and Regulations.”

25  
26  
27 **UNANIMOUSLY APPROVED.....”**

28  
29 -----

30  
31 The Hon. Secretary reminded everyone to properly observe everything  
32 next time around; and, that he will be observant for the purchases,  
33 where the member of the Board must be present in all the processes so  
34 that they will be fast in the discussion in the Board.

35  
36 In this regard, the Hon. Administrator informed that during the  
37 Committee Meeting yesterday, they have unanimously approved in this  
38 instance, the Board of Directors will be informed before and they will be  
39 joining us in the virtual meeting prior to the approval of the different  
40 contracts of the NTA.

41  
42 Asked by the Hon. Secretary for any motion to approve, Director  
43 Martinez moved and Director Casela seconded the motion. The  
44 Governing Board, for the purpose, adopted the following resolution, to  
45 wit:

46  
47 **RESOLUTION NO. 2069-2021**

48  
49 **“BE IT RESOLVED, AS IT IS HEREBY RESOLVED,**  
50 **that the NTA Governing Board approves, as follows:**

51  
52 **1. That the Governing Board must be informed before**  
53 **every bidding (public bidding) to be conducted by**  
54 **Management; and,**  
55




-----  
**PREPARED AND CERTIFIED CORRECT:**

  
**REX ANTONIO P. TEOXON**  
Board Secretary V

**ATTESTED:**

  
**Hon. WILLIAM D. DAR, Ph.D.**  
*Secretary, Department Agriculture  
and Chairman, NTA Governing Board*


**Hon. ROBERT VICTOR G. SEARES, JR.**  
*Administrator/CEO  
and Vice-Chairman, NTA Governing Board*

  
**Hon. JESSE PAT M. SERNA**  
*Appointive Director, Tobacco Manufacturing Sector*

  
**Hon. WILFREDO C. MARTINEZ**  
*Appointive Director, Tobacco Farmers Sector*

  
**Hon. NESTOR C. CASELA**  
*Appointive Director, Academic Community Sector*

  
**Hon. TEOFILO R. QUINTAL**  
*Appointive Director, Tobacco Farmers Sector*

  
**Hon. DANILO C. TRONGCO**  
*Appointive Director, Tobacco Farmers Sector*

  
**Hon. WILSON R. VICTORIO**  
*Appointive Director, Tobacco Traders/Exporters Sector*

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14

(N.B. There is already an existing House Bill No. 7788, entitled, An Act Appropriating Twenty Five Billion (25,000,000,000) Pesos for the National Tobacco Administration's (NTA's) Sustainable Tobacco Enhancement Program (STEP) Over the Next Five (5) Years", introduced by the Honorable Deputy Speaker Deogracias Victor "DV" B. Savellano, last 28 September 2020.

NTA can submit its comment/s and recommendations to the House Bill; Draft a counterpart bill for the Senate; and Campaign for support to facilitate its immediate enactment)

rapt0080721





Republic of the Philippines  
**DEPARTMENT OF AGRICULTURE**  
**NATIONAL TOBACCO ADMINISTRATION**

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**OFFICE OF THE NTA GOVERNING BOARD**

**MINUTES OF THE ONE HUNDRED AND FORTY THIRD (143<sup>RD</sup>) REGULAR  
MEETING OF THE NTA BOARD OF DIRECTORS, HELD AT BOARD ROOM,  
3/F BEN-LOR BLDG., 1184 QUEZON AVENUE, QUEZON CITY  
12 AUGUST 2021**

**PRESENT:**

<b>Secretary WILLIAM D. DAR, PhD.</b>	-	Department of Agriculture and Chairman, NTA Governing Board
<b>Adm. ROBERT VICTOR G. SEARES, JR.-</b>	-	Vice-Chairman of the Board and Administrator/CEO
<b>Dir. JESSE PAT M. SERNA</b>	-	Member, Manufacturing Sector
<b>Dir. NESTOR C. CASELA</b>	-	Member, Academic Community Sector
<b>Dir. WILFREDO C. MARTINEZ</b>	-	Member, Tobacco Farmers Sector
<b>Dir. TEOFILO R. QUINTAL</b>	-	Member, Tobacco Farmers Sector
<b>Dir. DANILO C. TRONGCO</b>	-	Member, Tobacco Farmers Sector
<b>Dir. WILSON R. VICTORIO</b>	-	Member, Trader/Exporter Sector

**Others Present:**

<b>ENGR. CESARIO G. SAMBRANA</b>	-	OIC/Deputy Admin. for Operations
<b>Atty. JUN FRED V. PARADO</b>	-	Legal Officer, Office of the Admin.
<b>Ms. FORTUNA C. BENOSA</b>	-	Manager, Corplan Department
<b>Ms. PERLA C. MANZON</b>	-	OIC/Manager, Admin. Department
<b>Mr. RAMON R. MUNCAL</b>	-	Stenographer III
<b>Mr. REX ANTONIO P. TEOXON</b>	-	Board Secretary V

**HIGHLIGHTS OF THE MEETING**

**I. OPENING PRAYER**

**Atty. Jun Fred Parado**, Legal Officer V, led the opening prayer.

**II. CALL TO ORDER**

Honorable DA Secretary, Dr. William D. Dar, Chairman of the NTA Governing Board and Presiding Officer, called the meeting to order at about 1:36 PM.

**III. DETERMINATION OF QUORUM**

With the presence of the Honorable Chairman, the Administrator/CEO and Vice-Chairman, and all the Members of the NTA Governing Board, the Corporate Secretary declared that there is a quorum for the 143<sup>RD</sup> Regular Board Meeting.

1  
2 **IV. APPROVAL OF THE AGENDA OF THE 143<sup>rd</sup> REGULAR MEETING OF THE**  
3 **NTA GOVERNING BOARD HELD THIS 12 AUGUST 2021 AT THE BOARD**  
4 **ROOM, 3/F BEN-LOR BLDG., 1184 QUEZON AVENUE, QUEZON CITY**  
5

6 Asked by the Hon. Secretary for any motion to approve the Agenda, the Hon.  
7 Administrator interjected, he will introduce a personnel matter under Other  
8 Matters.  
9

10 After giving his okay, the Hon. Secretary asked again if anyone moving for the  
11 approval of the Agenda, as amended, the Hon. Administrator moved and  
12 Director Casela seconded the motion.  
13

14 The Governing Board adopted the following resolution for the purpose, to wit:  
15

16 **RESOLUTION NO. 2071-2021**  
17

18 **“BE IT RESOLVED, AS IT IS HEREBY RESOLVED,** that the  
19 NTA Governing Board approves the Agenda, as amended, for the  
20 One Hundred and Forty Third (143<sup>rd</sup>) Regular Meeting of the NTA  
21 Governing Board, held on 12 August 2021, at the Board Room, 3/F  
22 Ben-Lor Building, 1184 Quezon Avenue, Quezon City.  
23

24 **UNANIMOUSLY APPROVED.....”**  
25  
26 -----  
27

28 **V. FOR APPROVAL/CONFIRMATION/CONSIDERATION:**  
29

30 **A. MINUTES OF THE 142<sup>nd</sup> REGULAR MEETING OF THE NTA GOVERNING**  
31 **BOARD HELD ON 29 JULY 2021 AT THE AT THE BOARD ROOM, 3/F**  
32 **BEN-LOR BLDG., 1184 QUEZON AVENUE, QUEZON CITY**  
33

34 Proceeding to the approval of the Minutes, the Hon, Secretary reminded the  
35 Governing Board that they will always apply the rule that the said Minutes be  
36 approved, subject to the submission of any correction by any Member of the  
37 Board, after which he asked for a motion to approve, to which Director Casela  
38 moved and Director Quintal seconded the motion.  
39

40 Hearing no objection, the Hon. Secretary declared that the motion was  
41 approved, for which the Governing Board adopted the following resolution:  
42

43 **RESOLUTION NO. 2072-2021**  
44

45 **“BE IT RESOLVED, AS IT IS HEREBY RESOLVED,** that  
46 the NTA Governing Board approves the Minutes of the One  
47 Hundred and Forty Second (142<sup>nd</sup> ) Regular Meeting of the NTA  
48 Governing Board, held on 29 July 2021, at the Board Room, 3/F  
49 Ben-Lor Building, 1184 Quezon Avenue, Quezon City.  
50

51 **UNANIMOUSLY APPROVED.....”**  
52  
53 -----  
54  
55  
56  
57  
58



1 **B. MATTERS ARISING FROM THE MINUTES OF THE PREVIOUS**  
2 **MEETINGS**

3  
4 Moving forward, the Hon Secretary requested the Hon. Administrator to  
5 present the items on Matters Arising one after the other, as follows:  
6

7 **1. STATUS REPORT ON THE DETAILED ARCHITECTURAL AND**  
8 **ENGINEERING DESIGN (DAED): CERTIFICATION FROM DPWH AND**  
9 **SUBMISSION TO THE DBM**

10  
11 The Hon. Administrator reported that he was able to talk with the former  
12 NTA Deputy Administrator for Operations, now **DPWH Assistant**  
13 **Secretary Mel John Versoza**. As of date, the **Bureau of Design**, (reply of  
14 Director Edwin Tangian), said **okay as to the allocation**. They are just  
15 waiting for the **Bureau of Construction** for their **checking as to cost**,  
16 **prior to the approval of Assistant Secretary Maximo L. Carvajal** of the  
17 Technical Services.


18  
19 The Hon. Secretary acknowledged, **“that is a good progress, let us**  
20 **continue”**.  
21

22  
23 **2. REPORT/UPDATE ON THE STEP: a. COORDINATION WITH DBM RE**  
24 **RELEASE OF FUNDS; b. COORDINATION WITH REGIONAL DEVELOPMENT**  
25 **COUNCILS (I & II) TO SECURE ENDORSEMENT OF STEP; c. LEGISLATIVE**  
26 **ENACTMENT/ SUPPORT FOR THE STEP**  
27

28 The Hon. Administrator reported that they were able to discuss this during the  
29 Committee Meeting the day before. He informed that a while ago, he was able to  
30 talk with DBM Assistant Secretary Kim De Leon. The Hon. Administrator was  
31 asking for a zoom meeting, together with the NTA Finance Manager and Budget  
32 Chief, **for us to know how much should be allocated for the STEP**. As  
33 discussed with the Governing Board yesterday, the STEP needs a total of **PhP27**  
34 **billion**. If NTA will ask for a big budget, it may not be approved. With the  
35 imprimatur of the Honorable Secretary, **NTA may just ask for what it can be**  
36 **able to spend within a year**.  
37

38 In response, the Hon. Secretary explained that **firstly, NTA should really sell the**  
39 **whole package**. He stressed **“there is a need for us to tell them that there is a**  
40 **whole package to enhance the industry. That is why we have to complete the**  
41 **whole process, while exerting effort to get the first year budget, so that we**  
42 **can implement, but without forgetting the whole package”**.  
43

44 The Hon. Secretary asked pertaining to the other requirements. For instance, NTA  
45 has already been given a **Certification by the BIR**, amounting to a total of about  
46 **PhP81.9 billion** as of July 15, 2021, which excluded the year 2020. If we add a  
47 barest minimum of **PhP7 billion** for the year, the amount becomes **PhP88.9**  
48 **billion**, available money as certified by BIR. **We have to get new Certification**  
49 **from the BIR**, to show NTA's total collection pursuant to RA 4155. NTA must use  
50 every opportunity to show them that it has the money. The DBM must know that  
51 this money has already been appropriated to NTA, if ever they will ask, the Hon.  
52 Secretary, addressing the Hon. Administrator.  
53

54 As regards the above, the Hon. Administrator added, for the information of the  
55 Hon. Secretary, that **he received a letter** from the BIR two (2) days ago, which he  
56 would like to discuss, saying that the total excise tax collection from the local  
57 cigarette manufacturers for **CY 2020** is about **PhP100 billion**, less the shares of  
58 the LGUs and Universal Health Care, Medical Assistance and Health  
59 Enhancement Facilities Program and others, amounting to a total of **PhP97.00**  
60 **billion, will result to a net balance amounting to PhP2.9billion**. The **40% share**  
61 **of the NTA's Tobacco Fund amounted to PhP1,170,000,000.00 for CY 2020**. 

1  
2 The Hon. Administrator continued that he was just waiting for a chance to meet  
3 with Secretary Avisado; and, that **while waiting for the Certification from the**  
4 **Bureau of Treasury, NTA can already send the information to DBM so that**  
5 **they can already have the assurance that NTA has the money.**  
6

7 The Secretary ended with directing that **"we can show the Certification we got**  
8 **from the BIR and the BoTr"**.  
9

10  
11 **3. SUBMIT AND PRESENT PROJECT PROPOSAL (WITH SPECIFIC ACTION**  
12 **PLAN/TIMETABLE) FOR THE PREPARATION OF FEASIBILITY STUDY**  
13 **FOR THE REVIVAL OF THE TOBACCO DUST PRODUCTION**  
14 **AGRIBUSINESS PROJECT**  
15

16 Upon introduction of the project by the Hon. Administrator and the  
17 OIC/DAOP to do the presentation, the Hon. Secretary interjected, asking  
18 whether the proposal has already been submitted. As the Hon.  
19 Administrator answered "yes", the Hon. **Secretary declared that, if this**  
20 **was already submitted, then we have approved already.** This is still a  
21 study anyway, so everything will be subject to study. Let us just go ahead  
22 with the study. There will be no more presentation. **It (conduct of the**  
23 **study) is already approved.**  
24

25  
26 **4. REPORT ON THE FILLING UP OF VACANT POSITIONS: RE-POSTING**  
27 **OF VACANT POSITIONS TO INVITE MORE QUALIFIED PEOPLE**  
28


29 The Hon. Administrator reported that the next item for discussion is the  
30 reposting of the vacant positions. The Hon. Secretary explained **"so that**  
31 **we can have a lot to regularize like those who were coming from the**  
32 **Job Order hirees and other interested people who possess the**  
33 **expertise.**  
34

35 The Hon. Administrator conformed with the Hon. Secretary, saying his  
36 message is very clear and they will be re-posting everything.  
37

38 The Hon. Administrator concluded, that would be all for matters arising.  
39

40  
41 **C. APPROVAL OF THE IMPLEMENTING GUIDELINES IN THE**  
42 **ESTABLISHMENT AND ACCREDITATION OF FARM CLUSTERS/**  
43 **BLOCK FARMS (INCLUDING THE ENROLMENT OF FARMER-**  
44 **MEMBERS)**  
45

46 Introduced by the Hon. Administrator, the OIC/DAOP started with the  
47 information that the matter has been discussed yesterday in the Committee  
48 meeting with the Governing Board.  
49

50 As the OIC/DAOP was about to present, the Hon. Secretary asked whether  
51 or not he consulted /read what the DA issued as regards the cluster  
52 farming. The OIC/DAOP replied that what he read was that of the SRA, to  
53 which the guidelines was patterned after. The Hon. Secretary said it was  
54 not that. **The DA has issued the Bayanihan Cluster Implementing**  
55 **Guidelines (DA Administrative Order No. 27, s.2020). This is F2C2**  
56 **(Farm and Fisheries Clustering and Consolidation), where NTA's**  
57 **guidelines should be anchored, so that it will be guided already.** He  
58 asked whether the discussion with the Governing Board has been  
59 summarized and what are their recommendations. 



1  
2  
3 Asking permission from the Hon. Secretary, he agreed, but with the  
4 OIC/DAOP to go straight to the point and zero in there.

5  
6 The OIC/DAOP reported that yesterday's discussion included the  
7 **Accreditation Guidelines which showed that the basic qualification**  
8 **requirement for the tobacco block farm was:**

- 9  
10 ○ a minimum of 25 hectares, with area of 60 hectares. The area is:
- 11 - suitable to tobacco production;
  - 12 - within 3 - kilometer radius from the town;
  - 13 - accessible to transportation; and
  - 14 - majority of the members are farmers, with landholdings from 0.25 to
  - 15 3.0 hectares
- 16  
17
- 18 ○ possess legal personality
- 19 - registered with the Cooperative Development Authority,
  - 20 SEC, DTI and DOLE
- 21  
22
- 23 ○ willing to execute a Memorandum of Understanding with the NTA.


24  
25 In addition to the basic requirement for accreditation of block farm, **other**  
26 **requirements to be submitted** include:

- 27
- 28 ○ accomplished/approved application form for the accreditation of the
  - 29 block farm; and,
  - 30
  - 31 ○ Memorandum of Agreement,
  - 32
  - 33 ○ Supported by Resolution of the general membership stating among
  - 34 others that its members commit their farm lots to the tobacco
  - 35 production to their block farm for a period of 3 years, and the
  - 36 commitment is renewable as mutually agreed upon by the members of
  - 37 the block farm.
- 38

39 Expounding further, the OIC/DAOP said: The block farm that we are  
40 referring to is like the organization where the farm clusters are located. To  
41 implement the best practices for tobacco production as recommended by  
42 the NTA, **they should provide NTA with all the necessary information** –  
43 farm productivity, cost of production, quality of crop produced, gross and  
44 net income. These are the information that we need to determine the  
45 assistance to be given to them to improve farm productivity and also their  
46 economic and living conditions. We also need basic information as to the  
47 educational profile of the members, so that we can have all the information  
48 related to the farm profile, farmers profile and so on and so forth.

49  
50 The Hon. Secretary asked whether **collective action aspect** has already  
51 been considered/incorporated. **Is institutional development, for the**  
52 **tobacco farmers to have their own cooperatives or associations, has**  
53 **been part of the whole process?** Answering in the affirmative, the  
54 OIC/DAOP said it will be developed within the block farm, where training  
55 and organization will be conducted. However, when asked by the Hon.  
56 Secretary, in what part that was placed, the OIC/DAOP balked down,  
57 saying it seems he has not incorporated that component yet.

58





1  
2  
3  
4 The Hon. Secretary averred the guideline is incomplete. While he saw  
5 some training, he observed that there was no organization component.  
6 **Collective action, bringing the association or cooperative, institutional**  
7 **development is key for the block farm to succeed.**  
8

9 The OIC/DAOP replied, it will be incorporated, then proceeded with the  
10 discussion of the accreditation process. The OIC/DAOP explained that the  
11 first task of the NTA fieldmen is to let the farmers undergo **block farming**  
12 **awareness** (seminar?), which is already in progress as of date. The  
13 fieldmen were also conducting the assessment for the block farms that  
14 were identified/targeted for the tobacco season. They were **gathering**  
15 **information**, related to the profiling of the farms, farm implements, farm  
16 machineries and the farmers and all other information as mentioned a while  
17 ago. There will be **meeting** afterwards, to **identify the gap** as compared  
18 against the total requirement under the **national program**. This will be the  
19 basis for determining the **assistance that will be given** to the block farms.  
20

21 The Hon. Secretary raised the issue on accreditation- **who is the block**  
22 **farm, when there is no institution yet? Who will file the Agreement/MOU?**  
23

24 The OIC/DAOP explained that actually, there should already be people in  
25 the block farm which, as defined, means a consolidation of small clusters  
26 that the NTA will service.  
27

28 The Hon. Secretary explained that they have to be organized because **it is**  
29 **their associations or cooperatives that will sign in the agreement with**  
30 **the NTA and not the block farms. Collective action must be duly**  
31 **emphasized or highlighted.** The block farm is the ultimate, in terms of the  
32 processes to be done, in the association of tobacco farmers or NTA and  
33 others, using block farming, for collective action. The association has legal  
34 personality when they were already organized. The OIC/DAOP replied  
35 "Yes, Sir".  
36

37 Director Casela explained that in the discussion during the Committee  
38 meeting yesterday, he recalled he mentioned that the **first thing that they**  
39 **would do is to organize farmers and associations/cooperatives** so that  
40 they could **establish the legal personality** that could now execute MOU  
41 between or among the association that will be needing interventions.  
42

43 The Hon. Secretary said that that was the reason why he was asking a  
44 while ago as to the list of recommendations from the Board, so that they  
45 can cut short the discussion. He, then, directed that **next time around,**  
46 **there are programs like this that have already been discussed with the**  
47 **Members of the Board, the discussion and suggestions should**  
48 **already be summarized, to hasten the discussion/resolution.**  
49

50 Moving ahead, the Hon. Secretary asked, **where in the process will**  
51 **organization of the farmers themselves into associations or**  
52 **cooperatives come in and when will these associations or**  
53 **cooperatives be accredited?** The Branch Office shall conduct a rapid  
54 assessment to check the validity of documents submitted by the applicants.  
55

56 The OIC/DAOP explained that, going back to earlier discussion on legal  
57 personality, he admitted he only failed to mention in his earlier presentation  
58 that the organization he was referring are organization within the block

1  
2  
3  
4 farm. The Hon. Secretary replied, "We are only reacting to what you are  
5 presenting. What is being presented is the official document".  
6

7 The Hon. Secretary instructed **the OIC/DAOP to redo the proposal with**  
8 **the new material on the block farming concept.** With the OIC/DAOP  
9 saying he will take note, the Hon. Secretary instructed further for him to  
10 **read the Bayanihan of Cluster F2C2 guidelines that the DA issued so**  
11 **that he can improve and add on the guidelines on the block farming**  
12 **for tobacco.** The whole concept was good but the essential components  
13 we should like to see are missing. So we can **resend this to the drawing**  
14 **board to be presented in two (2) weeks.** This should not be rushed.  
15 The essential components should be added, so that **the NTA can have a**  
16 **better version of the block farming for tobacco.**  
17

18 The Hon. Secretary said he will send to the Administrator the guidelines  
19 that the DA issued. He stressed that **this is one major strategy, actually**  
20 **made part of the pillars for the transformation of Philippine**  
21 **Agriculture.** Asked by the Hon. Secretary as to what these pillars are, the  
22 OIC/DAOP outrightly enumerated consolidation, modernization,  
23 industrialization and professionalization.  
24


25 The Hon. Secretary concluded his discussion emphasizing that  
26 **"Consolidation is basic in our transformation. So, please be guided**  
27 **accordingly. Mayroon nang guidelines iyan. You can copy the salient**  
28 **features na pwede i-apply sa tobacco".**  
29  
30  
31

## 32 VI. OTHER MATTERS

### 33 CONFIRMATION OF THE DESIGNATION OF ENGR. CESAR SAMBRANA, 34 AS OFFICER-IN-CHARGE OF THE OFFICE OF THE DEPUTY 35 ADMINISTRATOR FOR OPERATIONS 36

37  
38 The Hon. Administrator introduced his proposal asking the Honorable  
39 Governing Board for the confirmation of Engr. Cesar Sambrana for the DAOP of  
40 NTA.  
41

42 Just so for the Governing Board to appreciate, the Hon. Secretary informed that  
43 **in the law creating the NTA, the NTA Administrator has the responsibility**  
44 **to identify, even designate, the officials, of course, subject to the**  
45 **confirmation, now, of the Governing Board.** It was deemed better at this  
46 point, for the Board to confirm the designation of Engr. Sambrana by the  
47 Administrator, as Officer-in-Charge, so that **it will become Official, and all his**  
48 **actions will have legal binding effects.** The process will be different, if Engr.  
49 Sambrana will be recommended for appointment to the Office of the President.  
50 What the Board will be doing at this time is just to confirm the designation made  
51 by the Administrator as Officer-in-Charge of the Office of the Deputy  
52 Administrator for Operations.  
53

54 Asked by the Hon. Secretary for additional discussion, Director Casela  
55 conveyed that he honestly believe that **"Engr. Sambrana has the adequate or**  
56 **actual experience, knowledge with respect to the functions attached to**  
57 **the designation, as OIC of the DAOP of the NTA. Having been 42 years in**  


1 **the industry**, designating him now as OIC for Operations, there will be an  
2 improvement and better implementation of all projects of the NTA".

3  
4 With the Hon. Secretary's asking whether he is recommending Engr.  
5 Sambrana, Director Casela quickly replied, Yes, Sir", which was followed by  
6 another recommendation from Director Trongco.

7  
8 As there has no other recommendation, the Hon. Secretary asked for a motion  
9 for the confirmation. Director Quintal, seconded by Director Trongco, moved for  
10 the confirmation, to which the Governing Board adopted the following  
11 resolution:

12  
13 **RESOLUTION NO. 2073 -2021**

14  
15 **"BE IT RESOLVED, AS IT IS HEREBY RESOLVED**, that the  
16 NTA Governing Board confirms the designation, made by the  
17 Administrator, of Engr. Cesario G. Sambrana, as Officer-in-Charge  
18 (OIC) of the Office of the Deputy Administrator for Operations  
19 (DAOP) of the NTA.

20  
21 **UNANIMOUSLY APPROVED....."**

22 -----

23  
24  
25 The Hon. Secretary, after declaring the approval of the confirmation, asked Engr.  
26 Sambrana to give a message.

27  
28 Engr. Sambrana thanked the Governing Board, led by the Hon. Secretary and  
29 the Hon. Administrator, **"for giving me the trust and confidence to run the**  
30 **Office of the DAOP"**. He assured them of the commitment to the  
31 responsibilities and functions of the position so that he may be able to  
32 contribute to the development of the industry. He said he was very happy for  
33 the confirmation and in return, he assured the Governing Board he will do his  
34 job as much as possible.

35  
36 The Hon. Secretary ended with his congratulations to the OIC/DAOP.

37  
38  
39 **CONGRATULATIONS TO THE HONORABLE DA SECRETARY, DR.**  
40 **WILLIAM D. DAR, AS OUTSTANDING CABINET MEMBER**

41  
42 Immediately following the Hon. Secretary's congratulatory message to the  
43 OIC/DAOP, the Hon. Administrator conveyed his congratulations to the  
44 **Honorable Secretary, as Outstanding Cabinet Member**. In behalf of all the  
45 Members of the Governing Board, he thanked the Honorable Secretary for his  
46 continuing guidance, for being the one responsible for guiding them in the NTA.

47  
48  
49 **SCHEDULE FOR THE NEXT BOARD MEETING**

50  
51 The Hon. Administrator presented the proposed schedule, August 19, 2021 for  
52 the 144<sup>th</sup> and August 31 for the 145<sup>th</sup> board meetings. However, the Hon.  
53 Secretary countered, if possible, it will just be every two (2) weeks. The next  
54 one was slated **30 August 2021, at 2:00 PM**, in place of the proposed 31  
55 August 2021, due to his prior commitment in Muñoz, Nueva Ecija. It will just be  
56 confirmed, August 30, at 2:00 PM.

57  
58 **VII. ADJOURNMENT**


1  
2 Asked by the Hon. Secretary for a motion to adjourn, Director Quintal moved  
3 and Directors Trongco and Casela seconded the motion.  
4

5 The Hon. Secretary officially adjourned the meeting at 2:14 PM.  
6  
7 -----

8 **PREPARED AND CERTIFIED CORRECT:**

9  
10   
11 **REX ANTONIO P. TEOXON**  
12 Board Secretary V


13  
14 **ATTESTED:**

15  
16  
17   
18 **Hon. WILLIAM D. DAR, Ph.D.**  
19 Secretary, Department Agriculture  
20 and Chairman, NTA Governing Board  
21  
22

23  
24  
25  
26  
27 **Hon. ROBERT VICTOR G. SEARES, JR.**  
28 Administrator/CEO  
29 and Vice-Chairman, NTA Governing Board  
30

31  
32   
33 **Hon. JESSE PAT M. SERNA**  
34 Appointive Director, Tobacco Manufacturing Sector  
35

36  
37   
38 **Hon. WILFREDO C. MARTINEZ**  
39 Appointive Director, Tobacco Farmers Sector  
40

41  
42   
43 **Hon. NESTOR C. CASELA**  
44 Appointive Director, Academic Community Sector  
45

46  
47   
48 **Hon. TEOFILO R. QUINTAL**  
49 Appointive Director, Tobacco Farmers Sector  
50

51  
52   
53 **Hon. DANILO C. TRONGCO**  
54 Appointive Director, Tobacco Farmers Sector  
55

56  
57   
58 **Hon. WILSON R. VICTORIO**  
59 Appointive Director, Tobacco Traders/Exporters Sector





Republic of the Philippines  
**DEPARTMENT OF AGRICULTURE**  
**NATIONAL TOBACCO ADMINISTRATION**

3<sup>rd</sup> & 4<sup>th</sup> Floors, Ben-Lor Building, 1184 Quezon Ave., Quezon City  
 (02) 8374-3987 / Fax. No. (02) 8374-2505 / website: nta.da.gov.ph  
**ISO 9001: 2015 QMS-CERTIFIED**

**OFFICE OF THE NTA GOVERNING BOARD**

**MINUTES OF THE ONE HUNDRED FIFTH (105<sup>TH</sup>) SPECIAL MEETING OF THE  
 NTA BOARD OF DIRECTORS, HELD AT THE BOARD ROOM,  
 3/F BEN-LOR BLDG., 1184 QUEZON AVENUE, QUEZON CITY  
 31 AUGUST 2021**

**PRESENT:**

- |  |   |  |
|--|---|--|
| Secretary <b>WILLIAM D. DAR, PhD.</b>    | - | Department of Agriculture<br>Chairman, NTA Governing Board |
| Adm. <b>ROBERT VICTOR G. SEARES, JR.</b> | - | Vice-Chairman of the NTA<br>Administrator/CEO              |
| Dir. <b>JESSE PAT M. SERNA</b>           | - | Member, Manufacturing                                      |
| Dir. <b>NESTOR C. CASELA</b>             | - | Member, Academic Council                                   |
| Dir. <b>WILFREDO C. MARTINEZ</b>         | - | Member, Tobacco Farming                                    |
| Dir. <b>TEOFILO R. QUINTAL</b>           | - | Member, Tobacco Farming                                    |
| Dir. <b>DANILO C. TRONGCO</b>            | - | Member, Tobacco Farming                                    |
| Dir. <b>WILSON R. VICTORIO</b>           | - | Member, Trader/Export                                      |
- Others Present:**
- |                                     |   |                                     |
|-------------------------------------|---|-------------------------------------|
| <b>ENGR. CESARIO G. SAMBRANA</b>    | - | OIC/Deputy Admin. for Operations    |
| <b>Atty. JUN FRED V. PARADO</b>     | - | Legal Officer, Office of the Admin. |
| <b>Ms. FORTUNA C. BENOSA</b>        | - | Manager, Corplan Department         |
| <b>Ms. MA. THERESA B. LAUDENCIA</b> | - | Manager, Finance Department         |
| <b>ATTY. ROHBERT A. AMBROS</b>      | - | Manager, Regulation Department      |
| <b>Ms. PERLA C. MANZON</b>          | - | OIC/Manager, Admin. Department      |
| <b>Mr. RAMON R. MUNCAL</b>          | - | Stenographer III                    |
| <b>Mr. REX ANTONIO P. TEOXON</b>    | - | Board Secretary V                   |

*Aug. 31, 2021  
 MoM  
 kindly include this  
 and have Dr. Trongco  
 signed this MoM.*

**HIGHLIGHTS OF THE MEETING**

**I. OPENING PRAYER**

The OAD/Legal Officer V, Atty. Jun Fred Parado, led the opening prayer.

**II. CALL TO ORDER**

Honorable Secretary William D. Dar, PhD., Chairman of the NTA Governing Board and Presiding Officer, called the meeting to order, at about 10:33 A.M..

**III. DETERMINATION OF QUORUM**

The Corporate Secretary called the roll after which he declared that with the presence of the Honorable Chairman, the Administrator/CEO and Vice-Chairman, and all the Members of the NTA Governing Board, there is a quorum for the 105<sup>th</sup> Special Meeting.



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**IV. APPROVAL OF THE AGENDA OF THE 143<sup>rd</sup> REGULAR MEETING OF THE NTA GOVERNING BOARD HELD THIS 12 AUGUST 2021 AT THE BOARD ROOM, 3/F BEN-LOR BLDG., 1184 QUEZON AVENUE, QUEZON CITY**

Asked by the Hon. Secretary for any motion to approve the Agenda, Director Quintal moved for its approval. The Honorable Administrator seconded the motion.

The NTA Governing Board, for the purpose, adopted the following resolution, to wit:

**RESOLUTION NO. 2074-2021**

**“BE IT RESOLVED, AS IT IS HEREBY RESOLVED,** that the NTA Governing Board approves the Agenda for the One Hundred Fifth (105<sup>th</sup>) Special Meeting of the NTA Governing Board, held on 31 August 2021, at the Board Room, 3/F Ben-Lor Building, 1184 Quezon Avenue, Quezon City.

**UNANIMOUSLY APPROVED..”**

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**V. FOR APPROVAL/CONFIRMATION/CONSIDERATION:**

**A. MINUTES OF THE 143<sup>rd</sup> REGULAR MEETING OF THE NTA GOVERNING BOARD HELD ON 12 AUGUST 2021 AT THE AT THE BOARD ROOM, 3/F BEN-LOR BLDG., 1184 QUEZON AVENUE, QUEZON CITY**

The Honorable Secretary informed that even with the approval of the Minutes, the Members of Governing Board can still forward to the Corporate Secretary any correction, if there is any, within five days after the meeting.

When he asked for a formal motion for the approval of the Minutes of the previous meeting, Director Quintal moved and the Hon. Administrator seconded the motion.

For purpose, the Governing Board adopted the following resolution:

**RESOLUTION NO. 2075-2021**

**“BE IT RESOLVED, AS IT IS HEREBY RESOLVED,** that the NTA Governing Board approves the Minutes of the One Hundred and Forty Third (143<sup>rd</sup>) Regular Meeting of the NTA Governing Board, held on 12 August 2021, at the Board Room, 3/F Ben-Lor Building, 1184 Quezon Avenue, Quezon City.

**UNANIMOUSLY APPROVED.....”**

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1 **B. MATTERS ARISING FROM THE MINUTES OF THE PREVIOUS**  
2 **MEETINGS**  
3

4 Moving towards the Matters Arising, the Hon Secretary requested the  
5 Hon. Administrator to present the items one after the other, as follows:  
6


7 **1. STATUS REPORT ON THE DETAILED ARCHITECTURAL AND**  
8 **ENGINEERING DESIGN (DAED): CERTIFICATION FROM DPWH AND**  
9 **SUBMISSION TO THE DBM**  
10

11 On the DAED, the Hon. Administrator requested permission from the Hon.  
12 Secretary to be allowed to read the Certification from the DPWH, as  
13 contained in the letter, dated 15 August 2021, the OAD received last 23  
14 August 2021. He reported that they had a meeting after receiving the letter,  
15 which came from DPWH Undersecretary Maximo L. Carvajal.  
16 The letter was supplemented by letters from Engr. De la Peña and from  
17 Engr. Bernardo, requesting for review of classification.  
18

19 The letter reads: Please be informed that as per Memorandum from Bureau  
20 of Design, dated August 12, the submitted DAED plans was found in order,  
21 compliant as to the design. As to the cost aspect, based on the evaluation  
22 by the Bureau of Construction, the estimated cost amount to  
23 PhP1,275,471,303.02 or equivalent to PhP39,949.34 per square meter,  
24 maybe considered for funding purposes.  
25

26 The Hon. Administrator explained further that with the letters coming from  
27 Catalina Cabral, Undersecretary for Information, Planning Services and  
28 OIC/Director from the Bureau of Design Matangian and Director Doroy,  
29 they were able to meet last Monday. with the team at NTA and they were  
30 able to discuss with the designer, who will prepare the necessary  
31 adjustments within one week and hopefully, they can already submit the  
32 adjusted plan to DBM this week. The correction that the Administrator  
33 introduced in the building, are those which the DBM may not allow like  
34 commercial spaces. In its place, the spaces may be shared with other  
35 agencies of the DA which do not have their office buildings yet. The Hon.  
36 Administrator promised to submit an update to the Hon, Secretary as soon  
37 as this shall have been finalized. He will also furnish the Hon. Secretary of  
38 the letters to be submitted to the DBM, so that he can be able to help in the  
39 securing of the funding.  
40

41 The Hon. Secretary interjected that at this juncture, the Hon. Administrator  
42 needs to seek a Board Resolution for the Certificate of Budget Inclusion  
43 (CBI) and Multi-Year Contractual Authority (MYCA), to arm themselves  
44 when they go to the DBM, ASAP. The Hon. Secretary asked whether  
45 these (MYCA and CBI) have been discussed with the Board during the  
46 Committee Meeting. Having answered in the affirmative, the Hon.  
47 Secretary directed, the Hon. Administrator can briefly present again so that  
48 the Governing Board can approve. After answering yes, the Hon.  
49 Administrator presented the prepared Board Resolution for CBI:  
50

51 *"Whereas, Section 30 of the GAA FY 2021, provides that the issuance of*  
52 *Multi-Year Contract of Authority or MYCA, or any similar documents*  
53 *shall be required before agencies may enter into a multi-year contract,*  
54 *subject to the requirement and guidelines prescribed by the DBM,*  
55 *provided that for foreign assisted project, funded under foreign loans, the*  
56 *issuance of MYCA shall no longer be necessary.*  
57 

1           *"Whereas Item 7.0 of the National Budget Circular No. 583, dated*  
2           *January 4, 2021, provides that for purposes of entering into multi-year*  
3           *contracts, the issuance of a MYCA or an equivalent authority may be*  
4           *required or prescribed by the DBM to agencies covering the full contract*  
5           *cost, for the procurement of multi-year projects (MYPs). This shall be*  
6           *used in the certification of funds required prior to contract execution."*

7  
8           *"Whereas in the case of GOCCs, they shall secure prior authority from*  
9           *their respective Governing Board before entering into a multi-year*  
10          *contract.*

11          *"Now Therefore, Be It Resolved As It Is Hereby Resolved, as requested*  
12          *by Management per Memorandum, referred herein as Annex "A" and*  
13          *made integral part of this resolution, the attached Multi-Year Contractual*  
14          *Obligation/CBI in the amount of Php1,275,471,303.02, is hereby*  
15          *approved".*

16  
17  
18          At this juncture, the Hon. Secretary directed the Hon. Administrator to no  
19          longer read the document. He declared that the Governing Board is now  
20          ready to discuss and approve the CBI and this CBI will also give a Multi-  
21          Year Contractual Authority to Management. He, therefore, asked the Board  
22          for any discussion on matters related to the CBI, first and the MYCA, next.

23  
24          In response, the Hon. Administrator explained that based on the bill of  
25          quantities, the amount of the MYCA fund was Php81,700,018.69 and  
26          Php403,771,284.33 for the Year 1 and Year 2, respectively.

27  
28          The Hon. Secretary asked the Board again for any discussion on the  
29          matter. He recalled that earlier, the Hon Administrator reported that the  
30          design had been reviewed and that there was a certification that the budget  
31          is reasonable and given those, the next step will be to approve the CBI and  
32          the MYCA.

33  
34          When Director Martinez inquired whether they will be reviewing the design  
35          and who reviewed the design of the building, the Hon. Secretary  
36          immediately replied that the design of the building had already been  
37          reviewed; and, that we have gotten the letter, saying that the building is  
38          compliant to its purpose and that its budget of Php1.2 billion is within  
39          reasonable limit.

40  
41          The Hon. Administrator informed the Hon. Secretary that as indicated in  
42          the Memorandum from the Department of Finance Investment  
43          Coordination Committee (ICC), to increase the minimum budget  
44          threshold for ICC review for major capital projects from the current  
45          Php1.0 Billion to Php2.5Billion. The Hon. Administrator told the Hon.  
46          Secretary that we also need the ICC approval. We need to send a  
47          request to the DOF?.

48  
49  
50          The Hon. Secretary countered that only projects amounting to Php2.5  
51          billion will pass through the ICC. The Hon Administrator said he hoped  
52          he was wrong but according to Atty. Ambros, NTA's project has still to  
53          pass through the ICC.

54  
55          When the Hon. Secretary asked for the document to read for the purpose,  
56          the Hon. Administrator explained: that for the National Agency or  
57          Corporate Project below Php2.5 billion, the proponent must submit to the  
58          NEDA Secretariat their project proposal. The proponent agency shall

1 submit a certification signed by the head of agency for such proposal is:  
2 3.1. Consistent with the current Philippine Development Plan or the Public  
3 Investment Program; 3.2. Within the annual capital expenditure of GOCC  
4 and GFI, certified by DBM and DOF, respectively, for its project. The  
5 certification of DOF shall consider the impact of the project consolidated  
6 public sector deficit; 3.3 When applicable, financial and economically  
7 viable; and, 3.4 Consistent with the mandate of the agency and DBM –  
8 approved Major Final Outputs (MFOs). The ICC secretariat, shall validate  
9 the submitted projects proposal and shall submit to the ICC its  
10 recommendation if the project has to pass through the ICC's full  
11 evaluation/approval for certain grounds as cited in the Memorandum.  
12

13 The Hon. Secretary declared that Management can submit all the documents  
14 from the DPWH and others they can attach to the ICC.  
15

16 With the Hon Secretary asking for a motion, the Hon. Administrator moved  
17 and Director Trongco seconded the motion to approve the CBI and MYCA.  
18 The Governing Board, then, adopted the following resolution:  
19

20 **RESOLUTION NO. 2076 -2021**  
21

22 **“BE IT RESOLVED, AS IT IS HEREBY RESOLVED,**  
23 **that the NTA Governing Board approves the Certification of**  
24 **Budget Inclusion, as requested by Management, including**  
25 **the attached Annex “A”, Multi-Year Contractual**  
26 **Obligation/Certificate of Budget Inclusion, in the total**  
27 **amount of Php1,275,471,303.02, and the attached budget**  
28 **details /itemization for Years 1 and 2.**  
29

30 **UNANIMOUSLY APPROVED.....”**  
31 -----

32 insert: CBI, MYCA , detailed budget itemization (years 1 & 2)  
33  
34  
35

36 **2. REPORT/UPDATE ON THE STEP: a. COORDINATION WITH DBM RE**  
37 **RELEASE OF FUNDS; b. COORDINATION WITH REGIONAL**  
38 **DEVELOPMENT COUNCILS (I & II) TO SECURE ENDORSEMENT OF**  
39 **STEP; c. LEGISLATIVE ENACTMENT/ SUPPORT FOR THE STEP**  
40

41 The Hon. Administrator reported that regarding the release of funds, they  
42 were already able to submit the Letter Request to the Bureau of Treasury  
43 for Certificate of Balance to NTA Tobacco Fund SAGF 151. The letter was  
44 addressed to Ms. Rosalia V. Deleon, copy furnished the DBM.  
45 Management also prepared a letter for the re-computation of the NTA  
46 share to the Tobacco Fund, through BIR Commissioner Dulay. NTA  
47 Management has also submitted to the DBM a copy of the Board  
48 Resolution approving the STEP. With respect to securing legislative  
49 support for the STEP, the Corplan Manager reported, she was drafting the  
50 position paper/comments to House Bill No. 7788, introduced by the Hon.  
51 Congressman Deogracias Victor “DV” B. Savellano, in the amount of  
52 PhP25 billion for 5 years, in collaboration with the Office of the  
53 Administrator’s Legal Officer V and with the Corporate Secretary of the  
54 Office of the Governing Board. In coordination with the RDC (Regional  
55 Development Council), NTA was able to obtain a favorable endorsement of  
56 the STEP to the RDC from the Provincial Government of La UNION. The



1 Administrator informed, he personally called and thanked Governor Ortega  
2 for their endorsement to the RDC. As to the other provinces, the NTA has  
3 not received any schedule for presentation yet.

4  
5 In his follow up to the Office of the President, the Hon. Administrator was  
6 advised, it was referred to its Legal Department. However, he was advised  
7 further that it would be better for the Hon. Secretary to push the project to  
8 the OP.

9  
10 Asked by the Hon. Secretary as to the requirement of the OP Legal, the  
11 Hon. Administrator replied that there was none at the moment. The Hon.  
12 Administrator informed Asec Kim De Leon was coordinating with the OP  
13 and he was coordinating with Asec De Leon. Its just that Secretary  
14 Avisado, the real point person, has suddenly resigned. In any case,  
15 coordination will continue between our offices. In closing, the Hon.  
16 Administrator informed the Hon. Secretary that the Hon. Secretary was  
17 right in his advice to sell the STEP as a total package. The same advice  
18 was given him by the Officer?, to present the whole package first before  
19 asking for a partial budget for this year.

20  
21 The Hon. Secretary asked now that NTA has gone to the BIR and the  
22 Treasury, does NTA know exactly how much it was able to save based on  
23 their information. The Administrator informed it is fitting for NTA to ask for  
24 a re-computation. The amount of PhP1 billion as indicated in the letter was  
25 too small for the 40% share of the NTA.

26  
27 The Hon. Secretary affirmed saying it is very important to accord the matter  
28 due attention. What we can say is to follow this through. It is **extremely**  
29 **important to pursue the re-computation** because the **BIR may be using**  
30 **another formula**, which may be beyond our understanding. **At the end of**  
31 **the day, there will only be very little amount left for the NTA's share.**


32  
33  
34 **3. REPORT ON THE FILLING UP OF VACANT POSITIONS: RE-POSTING**  
35 **OF VACANT POSITIONS TO INVITE MORE QUALIFIED PEOPLE**

36  
37 Moving forward to the status of the Filling up of Vacant Positions, the Hon  
38 Administrator reported that, based on the report of the OIC/Manager of the  
39 Administrative Department, **all the positions have been reposted, up to**  
40 **August 28**. The OIC/Manager reported that as of date, **they received no**  
41 **applicant for 10 positions** (out of **108 vacancies** that were re-posted).

42  
43  
44 **4. IMPLEMENTING GUIDELINES IN THE ESTABLISHMENT AND**  
45 **ACCREDITATION OF FARM CLUSTERS/ BLOCK FARMS (INCLUDING**  
46 **THE ENROLMENT OF FARMER-MEMBERS), AS REVISED**

47  
48  
49 The Hon. Administrator introduced the OIC/DAOP, Engr. Cesar G.  
50 Sambrana, to make the presentation.

51  
52 As a background, the OIC/DAOP informed that as directed by the Hon.  
53 Secretary, they considered the Administrative Order No. 27 in the  
54 preparation of the NTA's Implementing Guidelines (IG) for the STEP,  
55 considering the Block Farming approach. He emphasized, **the STEP is**  
56 **already in accordance with the DA Administrative Order No. 27**, dated  
57 August 5, 2020. It is about establishing the farm clustering and





1 consolidating program, inclusive Agri-Business Development, under the  
2 NTA Board Resolution 2031-2021, dated 16 December 2020.

3  
4 The OIC/DAOP continued that for clarity in the understanding of the IG,  
5 some definitions were included in the STEP. Cited as example, the  
6 definition of cluster means for farmers to organize themselves, with their  
7 common purpose and cluster leaders. Going to the objectives: to address  
8 the conditions of tobacco farmers, who are also rice farmers, encouraging  
9 them to cluster and consolidate their crop production, into community  
10 business enterprise, in order: 1. to effectively achieve the benefit of  
11 economies of scale in the production of tobacco, small and big livestock; 2.  
12 to establish linkages between farmers and buyers and the government  
13 sector; 3. to improve bargaining marketing powers of the farmers; 4. to  
14 establish better access to production assistance, credit services, financing  
15 investments on tobacco production; and, 5. to ensure availability and wider  
16 utilization of market-oriented production technologies, latest technologies  
17 and farm mechanization and irrigation support, logistic transportation  
18 support and harvesting and curing management; 6. to encourage the big  
19 brother, small brother between and among farmers, in leaf grading and  
20 marketing of tobacco and other livestock implemented in the block farm  
21 and, therefore, increase overall productivity.

22  
23 The block farming shall be implemented in the Cordillera, Ilocos Region,  
24 Region II and Mindanao, where there are also some planting of tobacco.

25  
26 The 3 to 10 hectares have been evaluated, for organizing into a bigger  
27 block of 25 to 60 hectares. More importantly, the program shall cover the  
28 quality tobacco production, palay production (during wet season),  
29 vegetables, poultry, livestock raising, within the community and adjacent  
30 communities. on the basis of their production area, common final product  
31 where there is potential for unified engagement of production activities,  
32 sourcing of inputs, access to financing, pre-post harvesting, logistic support,  
33 storage, standard classification and marketing, as quality product.

34  
35 In the case of livestock, the block farm shall adopt a marketing approach  
36 through the following arrangement: feedmill-centered livestock production  
37 for hogs ecosystem; agro-pasture approach feed production system and  
38 egg production, community growing farm area. Processing and marketing of  
39 produced livestock will be done through the NTA Kadiwa ni Ani at Kita.

40  
41 Project Funding will be sourced from RA No. 4155.

42  
43 Next is project/budget implementation. The block farm shall abide by the  
44 following requirement:

- 45 - at least 75 members of the block farm, are bona-fide farmers listed in the  
46 RSBSA Registry of DA;  
47 - Block Farm shall be formally registered with the SEC, DOE or CDA. We  
48 are referring to the management group of the farm.

49  
50 Identification and selection of the block farm; Existing cluster farmers  
51 recently assisted by NTA to determine, evaluate their composition of area.

52  
53 Location: The block shall provide to tobacco and other crops stocks from  
54 other community growing but not limited to growing areas, existing small  
55 cluster by NTA CY 2020-2021?.

56  
57 Production areas that are not contiguous, proximity within the village  
58 existing areas that are not compliant?

1  
2 The block farm shall assist the farmers. Assistance shall be provided for  
3 those interested in the establishment of local cigar and cigarette  
4 manufacturing. This is in line with our purpose to assist local produce of  
5 "midget" tobacco because there is a small processor of cigar, especially in  
6 Pangasinan, to help develop the market.  
7

8 In the case of hog and poultry, produce of the block farm will be marketed  
9 to NTA Kadiwa ni Ani at Kita, together with the processed meat and  
10 vegetable produce. The Kadiwa, as market outlet/facility, will coordinate  
11 with private business sector for better price.  
12

13 Additional product support activities include description of the identified  
14 market, marketing channel, details of community-based, processing  
15 operations but not limited to sources of inputs, post harvest processes,  
16 financial projections.  
17

18 Next support is professional management to provide qualified technical  
19 support. The block farm shall provide information regarding the key  
20 officials, technical advisers and all financial controllers, information and  
21 appropriate training, professional experience, relevant to designated roles.  
22

23 The Farm Technology and Services Department (FTSD), under its  
24 Farmers Organizational Development Program (FODP) shall prepare a  
25 capability enhancement program to support, big brothers and small  
26 brothers, participating buyers of NTA.  
27

28 Marketing agreement shall be executed between among the buyer firms  
29 with the NTA. The OIC/DAOP expounded that the big brother being  
30 referred herewith when talking about tobacco production, are the buying  
31 stations/ tobacco companies, because they have access to local and  
32 foreign buyers.  
33

34 The NTA shall coordinate with the AMAS, BAPE, BPI and other relevant  
35 government agencies involved in the block farm to provide assistance, but  
36 not limited to production assistance. Socio economic program, planning  
37 areas of the block farm, that includes the location of irrigation facilities, farm  
38 machineries and equipment and curing barns, building of capabilities of  
39 block farm officers on the areas of farm management, business and  
40 procedures, contract growing arrangements access to finance and  
41 investments, provision of the 40% subsidy of the total amount of production  
42 facility. Another one is low the interest rate of the subsidy.?  
43

44 Transitory Provision. Considering that the tobacco season is very fast  
45 approaching, the transitory provision was provided so as not to delay the  
46 contract growing system that will be implemented in the next tobacco  
47 season. So that for crop year 2021-2022, the 8 branch offices shall  
48 implement the block farm accreditation. Each of the 142 extension workers  
49 identified its block farm. The respective branch managers shall submit for  
50 the agency's consolidation prior to review and approval of NTA  
51 management.  
52

53 The following institutional projects, with their corresponding guidelines and  
54 budget, under the NTA COB, will support the block farm for CY 2021-2022,  
55 namely: IFOIGAP-Tobacco Contract Growing System, IFOIGAP- Rice and  
56 Corn, where the same implementing guidelines shall be adopted. The

1 Operations Group are praying that the NTA Governing Board will approve  
2 these individual implementing Guideline.

3  
4 Now presiding in place of the Hon. Secretary (who has gone to a pre-  
5 scheduled interview), the Chief of Staff (COS), Dr. Leo Sebastian, asked if  
6 there was any question for OIC/DAOP Sambrana.


7  
8 Director Casela also asked if the focal direction of NTA is the  
9 implementation of institutional projects. If so, while he acknowledged that  
10 the block farm has been presented by Engr. Sambrana very  
11 comprehensively, he suggested that what was needed in the TCGS was to  
12 discuss the recommendation in its implementing guidelines. Once it is  
13 going to be implemented that is what is needed with TCGS, which has  
14 been exhaustively discussed during the Committee Meeting. The approval  
15 of the implementing guidelines of TCGS is on the Agenda today so that he  
16 proposed that same be reviewed, prior to reviewing the implementing  
17 guidelines of any other project.

18  
19 The COS agreed that the draft implementing guidelines of TCGS is on  
20 hand, which could be readily presented to the Governing Board and  
21 approved, if same merits their approval, as they have already discussed  
22 the matter lengthily during their Committee Meeting of August 26. The COS  
23 thought he can present to the Board the implementing guidelines discussed  
24 during the committee meeting

25  
26 At this juncture, Director Casela recalled that the subject matter at hand  
27 has already been the approval of the block farm. He, therefore, asked  
28 whether other members of the board have other recommendations or  
29 suggestions with respect to block farm prior to its approval

30  
31 The COS expressed his understanding that this is the implementing  
32 guideline from the perspective of the implementors of NTA. With the COS  
33 asking for any question, Director Quintal replied regarding the question of  
34 the Secretary, in which case on the specific of the block farm, there must  
35 be a discussion on the central organization, and on all other organization to  
36 attend to the specific projects. He said he likes to focus on all organization  
37 with regards to all activities or projects.

38  
39 In response, the OIC/DAOP directed the Board's attention to the provisions  
40 under the Transitory Provisions. He explained, as discussed earlier, 142  
41 EW's will be implementing minor projects. Then, they will gather  
42 information from the identified areas. The 142 EW's have been identified. In  
43 fact, they have already started with the IFOIGAP Rice Project. Each of the  
44 142 EWs have identified their respective pilot block farm. If they have  
45 started with the IFOIGAP Rice, they already have 25 hectares per EW/  
46 Technician. Now, when it comes to tobacco, they will evaluate whether or  
47 not the 25 hectares is valid when it comes to tobacco production?. After 10  
48 days, they will know what will constitute the block farm that has been  
49 recruited, selected by our Branch Managers and EWs. Actually, the block  
50 farm will organize into association or cooperative, which will be conducted  
51 after the rural assessment. It was indicated in the pre-rural assessment,  
52 the pre-assistance support by the agency, to gather pre-assessment profile  
53 of farmers and machineries and, therewith, to identify the farmers that can  
54 possibly organize or put-up an organization and association, to be  
55 registered with the CDA, SEC, DTI and so forth. If in the block farm, they  
56 will find out that there were three organizations, only one person will be  
57 responsible to transact business with NTA for the block farm.





1 The COS declared what he failed to see in the guidelines is whether they  
2 are targeting individual farmers or group of farmers because what was  
3 indicated in the guidelines are "farmer-cooperators". If the actual objective  
4 is to organize them, it is very important that the farmers organizations, and  
5 how they intend with their farmer-cooperators, should be reflected in the  
6 implementing guidelines. He added that another thing he failed to see was  
7 the sustainability components. What was their exit plan. After 5 years, will  
8 they be renewed or not. How will they be. Will they be back to their old  
9 habits or are there sustainability plans, as objective. Will they be viable  
10 agri-business enterprise later on?. The COS advised that the exit plan  
11 should be added, addendum to that specific concern. Pertaining to Director  
12 Quintal's concern on the part of the NTA, how will they organize their  
13 support system that will be providing the different components that will be  
14 provided in the block farm.

15  
16 The OIC/DAOP claimed that actually, the block farm management has  
17 already been placed. How the project will be implemented, with the  
18 management composed of central office and branch managers, was  
19 included in the later part of the implementing guidelines

20  
21 The COS interposed that the NTA side of the organization may have  
22 already been placed, but what he saw as a weak point was how the NTA  
23 will organize the farmers.

24  
25 The OIC/DAOP replied that going back to the farmers organization and  
26 development, the team in charge of the cooperatives/association,  
27 strengthening the organization and institutions, will be the one to prepare  
28 the proposal on how the NTA will organize the farmers. The COS okayed,  
29 and asked can they put that in the guidelines, to which the OIC/DAOP  
30 answered, "Yes. We will do that".

31  
32 Director Casela suggested that part of organizing the block farm, the  
33 branch office may advice the technicians that preferably the obligation of  
34 the farmers that farmer cooperatives within the area, with minimum of 25  
35 hectares to 60 hectares, with farmer members one or two cooperatives,  
36 once they are registered, they have legal personality to contract with  
37 entities, specially with NTA, so that is the organizational side and, as  
38 proposed, capability of training their organization.

39  
40 The COS indicated that apparently, that have been done before. If they  
41 need to put them again, it should be better talking about the block farm. It is  
42 the document that they will be looking at everything about the block farm -  
43 how you will implement it, how you will organize them and how you will  
44 support them.

45  
46 Director Quintal commented that actually, it is not part of the organization,  
47 based on the project and the management, based on the different projects  
48 under block farming.

49  
50 When the COS asked whether there are comments from the other  
51 members, the OIC/DAOP replied that the organizations have their own  
52 officers, they have their own Board of Directors. They will be NTA's  
53 direction. They can present their managing group. We will place them.

54  
55 The COS asked the Hon. Administrator for any comment on his part. The  
56 Hon. Administrator replied none, saying that the presentation was good.  
57 He said it is an experiment and he is really positive about block farming for  
58 the tobacco farmers, where they will be more organized/united than before

1 with LGU. They should be organized and registered so that we can help  
2 them better. We can be proud of them, we can talk with the LGU as our  
3 partners in block farming. We can say that the LGUs and other agencies  
4 can complement whatever the NTA cannot provide. The bottom line is we  
5 already have to approve the IG so that we can already realize what we  
6 have been preparing for the number of years, formulating the STEP  
7 program.

8  
9 Director Quintal said what have been discussed seemed like convergence,  
10 where all the agencies pooled their resources together to help only one  
11 client, this time, the block farm of the NTA. The agencies should do  
12 something for the improvement or progress of the Block farm.

13  
14 At this point, the COS directed that Director Casela and OIC/DAOP to  
15 finalize the IG so that we can already move on. OIC/DAOP should gather  
16 the comments and include the conceptual framework, just like what  
17 Director Quintal referred to as convergence point of different directions.  
18 Then, we can implement real block farm, just like what the Administrator  
19 said that this will be something that we can be proud of. Anyway, we have  
20 27,000 hectares tobacco farms, so if one block is 1,000 hectares that will  
21 make 7 blocks only and if it is 500 that is only 54 blocks, so if it is only 250  
22 blocks that is only 100 blocks. So many, so we are just aiming for more  
23 tobacco area. Director Martinez remarked this is what he, for long, would  
24 like to happen. This is another version of farm management.

25  
26 Director Casela asked the COS/Chair whether they can already approve  
27 the guidelines of the block farm, now with suggestion and comments of his  
28 colleagues viz-a-viz of the Administrator, unless otherwise there are other  
29 comments.

30  
31 The COS replied that unless the Members of the Board would like to see  
32 the final draft, with the different comments, then we have to wait before we  
33 approved it. If you can no longer wait, then you can already approve.  
34 Another option, too, is if the guideline is already ok with the all Members of  
35 the Board, with just additional inputs, from Director Casela and Dir. Quintal,  
36 we can also have the Administrator for final approval, with authority from  
37 the Board. What can the Members of the Board say?

38  
39 Director Casela conveyed that since they already agreed in principle with  
40 respect to the block farm, he, therefore, moved for the approval of the  
41 implementing guidelines of the block farm, with the inclusion of  
42 amendments as discussed. Director Quintal seconded the motion.

43  
44 The COS reiterated that they will let the Administrator sign the guidelines,  
45 with the inputs that have been suggested by the Members of the Board.  
46 When he asked if this is okay with the other Members of the Board,  
47 Director Serna replied, "Yes, Sir, No comment". The COS then asked for  
48 the consent of Directors Victorio, Martinez and Trongco, who said that for  
49 him the guidelines was good because we will be helping the farmers.

50  
51 The COS then asked Directors Casela and Quintal and OIC/DAOP  
52 Sambrana to finalize the IG; and, the Hon. Administrator, to approve,  
53 should the final draft of the guidelines have been found acceptable, to  
54 which the Hon. Administrator instantly replied, "Yes, Sir".

55  
56 Director Casela suggested that a timeline should be put in the finalization of  
57 the guidelines and the implementation of this block farm, (specially the



1 TCGS component), especially in the coming-up with the amendments  
2 specially, on the part of Engr. Sambrana and also with the LGU. The COS  
3 thought the Administrator can set the deadline which, based on what he  
4 knows of tobacco planting, should not be not later than September 15. The  
5 OIC/DAOP, therefore, vowed they will work on it immediately for the  
6 approval by the Management and the Board  
7

8 The Hon. Administrator suggested that since the next Board Meeting was  
9 set September 16, so maybe a week before that, in the Committee  
10 Meeting, they can finalize everything for presentation to the Hon. Secretary.  
11

12 The Governing Board, therefore, adopted the following resolution, to wit:

13 **RESOLUTION NO. 2077 -2021**

14  
15  
16 **“BE IT RESOLVED, AS IT IS HEREBY RESOLVED,**  
17 **that the NTA Governing Board approves the Implementing**  
18 **Guidelines for the Establishment and Accreditation of Farm**  
19 **Clusters/Block Farms, as amended and finalized based on**  
20 **the comments/recommendations; and,**

21  
22 **RESOLVED FURTHER, that** the Administrator/CEO,  
23 **finding the final draft acceptable, will approve/sign the**  
24 **Implementing Guidelines.**

25  
26 **UNANIMOUSLY APPROVED.....”**  
27 -----  
28

29  
30 **C. REVIEW AND ENHANCEMENT OF THE NTA’S TOBACCO CONTRACT**  
31 **GROWING SYSTEM (TCGS), POLICIES AND IMPLEMENTING**  
32 **GUIDELINES**  
33

34 Introduced by the Hon. Administrator to present, the OIC/DAOP presented  
35 the draft implementing guideline, which he said already incorporated some  
36 of the suggestion of Members of the Hon. Governing Board. The different  
37 significant changes in the guidelines that will be implemented in CY 2021-  
38 2022, includes the following:  
39

- 40 1. In terms of tobacco type and sub-type, the former implementing guidelines  
41 only included Burley and topped virginia tobacco and Batek. In th new  
42 Guidelines, where the different programs and projects are consolidated in  
43 support of the block farm, they proposed to support all the tobacco crops  
44 provided, however, that they are located in the block farm and that they  
45 are covered by a marketing agreement with tobacco buyer firms.  
46

47 As presented during the Committee Meeting, this will be in support of the  
48 letter-request of the private sector/tobacco buyer firm, for NTA to assist  
49 them to produce 45 million kilos tobacco for the next cropping season with  
50 an area of around 21,000 hectares.  
51

52 The coverage, therefore, has been expanded to include the provision of  
53 production assistance, in addition to topped Burley and topped Virginia  
54 tobacco, the traditional burley and virginia tobacco.  
55

56 Director Casela conveyed that while he agreed with the OIC/DAOP on the  
57 previous TCGS guidelines covering only topped Virginia and Burley, what

1 is more important, this time, is the amendment to include the Pilot Block  
2 Farm in the guidelines and, as mentioned, to support the farmers, therein,  
3 for a minimum area of 25 hectares, minimum of 50 FC's, assisted by TPRO  
4 or Agriculturist. He agreed, too, on the type and sub-type of tobacco but,  
5 he asked whether these include the LP2 and LP4 planted by the farmers  
6 within the block farm, to which the OIC/DAOP replied, "we should", as we  
7 are supporting all farmers of the block farms.

8  
9 In this regard, Director Casela informed that, previously, the LP2 and LP4,  
10 were fully assisted by the tobacco buyer firms, with farm inputs and cash  
11 requirement. We should be duly guided, therefore, in the present TCGS  
12 implementation, in view of our limited funding. It should be noted that for  
13 the present implementation, only PhP200 million was approved.

14  
15 From the latest report of FTSD, there are now 147 EW's, who were able to  
16 organize a total of 160 farmers (groups/organization?). We, therefore, need  
17 information at this point, that within the block farm for consolidation, how  
18 many farmers will be planting the topped Virginia and Burley tobacco and  
19 the traditional Virginia and Burley tobacco, for us to determine whether or  
20 not the funding of PhP200 million will be enough for all these farmers within  
21 the block farm.


22  
23 In response, OIC/DAOP stated that per initial assessment, PhP200 million  
24 is not enough, so that the Branch Managers have been asked to adjust the  
25 production assistance, but according due importance to compliance to  
26 technology, in terms of fertilizer and crop protection agent, because they  
27 are key factors in producing quality tobacco

28  
29 In consideration of the limited funding aforementioned, Director Casela,  
30 according due respect to the Hon. Administrator, suggested that if it is  
31 possible for Management to negotiate with the tobacco buyer firms, for  
32 them to continue to provide the production assistance that they, previously,  
33 used to provide to their farmer-cooperators.

34  
35 The OIC/DAOP replied that, with the permission of the Administrator, they  
36 will explore the possibility of negotiating same with the tobacco buyer firms.

37  
38 Director Casela expounded that the fertilizer requirement was very big. It is  
39 more likely therefore that the buyer firm will agree to our proposal. What  
40 NTA can do is to provide technical assistance, orientation for the  
41 technicians for the technology requirement for these two type/sub-type of  
42 tobacco because right now, Director Casela would like to believe that  
43 majority of our technicians are not amenable as to the technology required  
44 by LP2 and LP4

45  
46 The OIC/DAOP countered that that is precisely the reason why NTA should  
47 assist these group of farmers. With the Board's directive to Management and  
48 also with the approval of the Hon. Administrator, they will try to talk to them so  
49 that we can also say that we have an intervention for them, in which case, we  
50 can provide them even only the "cash portion". For the purpose, we need to  
51 know how many farmers will be planting LP2 and LP4 in the block farm.

52  
53 Director Casela explained while he recognized the Agency's predicament, we  
54 also have to realize that the Agency does not have adequate funds to finance  
55 the farm inputs and cash requirement of these farmers. 

1 With the COS asking for comments from other members, Director Martinez  
2 said no comment, he was with them in the good discussion; while, Director  
3 Victorio provided comments on the production assistance extended by the  
4 agency and the problem of high cost of fertilizers, which almost doubled and  
5 of insecticides and herbicides, which increased almost 50%. The feedback  
6 came from the farmers. In the STEP also that was discussed a while ago, he  
7 has not seen any item on infrastructure, especially, irrigation, which is most  
8 important to the plant. This concern should be incorporated, therefore.

9  
10 In reply to the high prices raised by Director Victorio, the OIC/DAOP said, that  
11 they are for "early procurement", which earlier, benefitted our Rice farmer  
12 cooperators. With the early procurement, while the prices of UREA, reached  
13 between PhP1,400.00 to PhP1,500.00 per bag, the highest price we purchase  
14 amounted only to PhP1,230.00 per bag.

15  
16 Pertaining to the issue on irrigation support and other machineries, the  
17 OIC/DAOP informed all of them were listed under Investment Outlay, which  
18 included tractors, cultivators, irrigation support and curing barns.

19  
20 As regards the Investment Plan of the STEP, the DA advised that to ensure  
21 initial utilization of resources, they should be properly coordinated with other  
22 DA families, like for example, the NIA for support to irrigation for the STEP  
23 Solar Irrigation project and small water impounding project. The Investment  
24 Plan, for the 5-year period would reach PhP50 million, including the logistical  
25 support. Having prepared the Farm Mechanization himself he said he knew  
26 the matter very well.

27  
28 With the COS asking any comment from the members on the proposed  
29 amendment on the existing guideline, Director Casela expressed his  
30 agreement on the observation of Dir. Victorio that prices of farm inputs are  
31 becoming high. As far as the NTA is concerned, however, with the leadership  
32 of the Administrator, there is a policy established that we are providing 40%  
33 subsidy to our farmers. This 40% subsidy is more or less equivalent to  
34 PhP30,000.00/hectare, for the cost of production amounting to PhP70,000 to  
35 PhP80,000 per hectare. The farmer-cooperators therefore will be paying only  
36 about PhP45,000 to PhP50,000. So, the 40% subsidy as earlier established,  
37 will be implemented to all the financing program of the NTA.

38  
39 As there has no other discussion on the matter, the Hon. Administrator  
40 moved and Director Casela seconded the motion to approve the amendment  
41 to the Policy Guidelines of the TCGS, as discussed.

42  
43 **RESOLUTION NO. 2078 -2021**

44  
45 **"BE IT RESOLVED, AS IT IS HEREBY RESOLVED,**  
46 **that the NTA Governing Board approves the proposed**  
47 **amendment to the Policy and Implementing Guidelines to**  
48 **the Tobacco Contract Growing System (TCGS), for CY**  
49 **2021-2022, as follows:**

- 50  
51 1. That NTA will assist all types and sub-types of tobacco,  
52 provided that they are planted within the Pilot Block  
53 Farm; and, that they are covered by a Marketing  
54 Agreement with the Tobacco Buyer Firm.

55  
56 In consideration of the funding limitation of the Agency:  
57 a. Production assistance will be focused only to the  
58 Pilot Block Farms; and,

1  
2 b. The LP2 and LP4 tobacco, which are usually fully  
3 assisted by the Tobacco Buyer Firms in the previous  
4 years, will not be covered.  
5

6  
7 2. That the 40 % subsidy will apply to all the projects /  
8 farmers assisted by the NTA; and,  
9

10 3. That the following Service Fee shall apply for CY 2021-  
11 2022:

12 a. Fully assisted by NTA – PhP 1.00;

13 b. NTA-LGU / Tobacco Buyer Firm Assisted – PhP  
14 0.50/kilo; and,

15 c. NTA – Technically Assisted only – PhP0.30/ kilo.  
16  
17

18 **UNANIMOUSLY APPROVED.....”**  
19 -----  
20  
21  
22

23 **D.REVIEW AND ENHANCEMENT OF DEVELOPMENT**  
24 **PROGRAM, PROTOCOL RESEARCH, POLICIES AND**  
25 **IMPLEMENTING GUIDELINES**  
26

27 The OIC/DAOP volunteered the information that during the last Committee  
28 Meeting, the discussion on the subject matter was postponed because the  
29 needed documents/reports have not been submitted. The discussion  
30 therefore was re-set to the next Committee Meeting in September.  
31

32 In this respect, therefore, Director Casela moved for the deferment of the  
33 discussion of the subject matter.  
34  
35

36 **E REVIEW AND ENHANCEMENT OF THE RENEWABLE FUELWOOD**  
37 **ENERGY FARM AND RESTORATION OF ECOLOGICAL INTEGRITY-**  
38 **KAHUYANG PANGKABUHAYAN AT PANGKALIKASAN (KPP) AND**  
39 **SYNCHRONIZED TREE PLANTING.**  
40

41 Tasked by the Hon. Administrator to present, the OIC/DAOP narrated that the  
42 matter has been discussed lengthily during the Committee Meeting last  
43 August 26. The directive received from the Members of the Board is for the  
44 monitoring of the seedlings, distributed during the Synchronized Tree  
45 Planting. Having raised the issue on the matter, Director Casela directed that  
46 there should be a monitoring of the tree/seedlings that were planted so that  
47 we can ascertain their survival. Per information, NTA has been distributing  
48 one (1) million tree/seedlings every year, distributed to various participants  
49 that include, among others, agencies, tobacco companies and associations.  
50 In summary, the Governing Board, would like that  
51

52 1. there should be a monitoring of the planting to determine the survival of  
53 the plantings;  
54

55 2. there should be an Inter-Agency Task Force or Cmmittee that will be  
56 constituted to handle the monitoring aspect of this project in order to  
57 ensure that the planting are achieving its intended purposes; and,  




- 1  
2 3. that the prospective participant should enter into a Memorandum of  
3 Agreement with the NTA, so that we can pinpoint important responsibilities  
4 in the planting and in the care and maintenance of the planted trees /  
5 seedlings.  
6

7 The NTA management will implement the above amendment, as they apply in  
8 the implementation, especially, the next synchronized tree planting.  
9

10 Director Casela accorded due emphasis on the objective of the program, to  
11 mitigate unpleasant climate change. He asked what other programs that NTA  
12 can implement to mitigate climate change. He, therefore, considered most  
13 important for the NTA to monitor the free trees/seedlings planted by the  
14 associations or groups and that there should be a composite monitoring team for  
15 this purpose.  
16

17 The OIC/DAOP said he noted Director Casela's suggestions. With the guidance  
18 of the Hon. Administrator, he will be incorporating all the important provisions in  
19 the new proposals/s that will be implemented for the purpose.  
20


21 At this juncture, the OIC/DAOP recalled the motion of Dir. Martinez regarding the  
22 inclusion of beema specie of bamboo, which was said to have high biomass.  
23 Together with Branch Manager Palabay of La Union, they met a day before to  
24 discuss the possibility of including the bamboo in our KPP project. Director  
25 Martinez provided the technology and taking off from there, to follow through the  
26 project towards more meaningful growth under the KPP.  
27

28 Regarding the issue point raised by Director Casela on how is tobacco and rice  
29 mitigating climate change, the COS advised that, they can just tell anyone that  
30 when you plant tobacco your are actually reducing the methane emission  
31 coming out from the rice paddy, because, in rice planting, if you doble and triple  
32 your planting in irrigated areas, there is methane emission, going to the  
33 atmosphere and that is called greenhouse gas, that is actually contributing to  
34 global warming. Planting other crops like tobacco is actually reducing the  
35 methane emission coming out from the field, through the diversification from rice.  
36

37 We may note however that while the planting of tobacco itself reduces the  
38 impact of climate change, the cutting of trees as fuel for flue-curing virginia  
39 tobacco also contributes to climate change/global warming. The planting of  
40 trees, therefore, will be a good practice that will be environmentally sustainable.  
41 Reducing the use of fertilizer can also help ease the situation, especially the use  
42 of urea which contributes to ground water pollution. In the Ilocos, the bigger  
43 problem lies in the planting of vegetables, particularly pepper, which uses a lot of  
44 fertilizer. We need not worry about the planting of tobacco because the farming  
45 practices are good. It is in the smoking that it is badly criticized.  
46

47 Director Quintal cautioned that with this recommendation, if you plant bamboo in  
48 the riverbanks, it may cause soil erosion, as all bamboos are being used  
49 because of its high demand. It is high time really to include bamboo in the  
50 recommendation, not only the bema specie that Director Martinez is  
51 recommending but all kinds of bamboo.  
52

53 The OIC/DAOP recalled that since 2013, they have already started planting  
54 bamboo in Pangasinan, Isabel and Cagayan. We therefore have plantations,  
55 which per original plan, will serve as construction material for our air-curing  
56 barns. The same bamboo is needed for the construction of flue-curing barns and





1 in the hanging and sticking of tobacco. We can provide data on the number of  
2 hectares planted to this? kind of bamboo.

3  
4 Asked by Director Quintal whether or not the bamboo is included in the KPP  
5 project, the OIC/DAOP immediately said yes.

6  
7 Addressing Director Quintal, the COS explained that there are areas that are  
8 appropriate for the planting of bamboos and also areas where planting them are  
9 not advisable. In any case, bamboo is a high value crop that has many uses.

10  
11 With the COS asking for a motion to approve the amendment to the  
12 implementing guidelines for the Renewable Fuelwood Energy Farm  
13 Development and Restoration of Ecological Integrity, particularly the  
14 Synchronized Tree Planting Project, Director Quintal moved and Director Casela  
15 seconded the motion. The NTA Governing Board, therefore, adopted the  
16 following resolution:

17  
18 **RESOLUTION NO. 2079 -2021**

19  
20 **“BE IT RESOLVED, AS IT IS HEREBY RESOLVED,**  
21 **that the NTA Governing Board approves the proposed**  
22 **amendment to the Implementing Guidelines of the**  
23 **Synchronized Tree Planting (STP), as follows:**

- 24  
25 1. That monitoring of the Tree/Seedlings planted  
26 under the STP should be conducted to ascertain  
27 survival of the plantings;  
28  
29 2. That an Inter-Agency Team should be constituted,  
30 for the said purpose of monitoring; and,  
31  
32 3. That the Agency and institutional participants to the  
33 STP have to sign a Memorandum of Agreement  
34 with the NTA to ensure their agreement/  
35 commitment to the purposes/objectives and  
36 obligations to the STP.

37  
38 **UNANIMOUSLY APPROVED.....”**  
39 -----

40  
41  
42 **F. APPROVAL OF MANAGEMENT’S REQUEST FOR DESIGNATION OF THE**  
43 **NTA REPRESENTATIVE IN SECURING AUTHORITY TO PRINT**  
44 **RECEIPTS/INVOICES FROM THE BIR.**

45  
46 The Hon. Administrator explained that the NTA Officers to be designated as  
47 official representative of NTA are Mr. Rey Aquino, Ms. Marivic Espolong and  
48 Ms. Merelyn Sansano, all from Finance Department, Budget and Cash  
49 Management Division.

50  
51 As there has been no comment to the recommendation, the COS asked if  
52 anybody would like to move for its approval, to which the Administrator moved  
53 and Director Casela seconded the motion to approve.

54  
55 For the purpose, the NTA Governing Board adopted the following resolution,  
56 to wit:

57  
58 **RESOLUTION NO. 2080 -2021**

1  
2                   **“BE IT RESOLVED, AS IT IS HEREBY RESOLVED,**  
3 that the NTA Governing Board approves the Management’s  
4 request for the designation of the following officials from the  
5 Finance Department/Budget and Cash Management  
6 Division, as NTA’s Official Representatives in securing  
7 authority to print (ATP) receipts/ invoices from the Bureau of  
8 Internal Revenue (BIR), namely:

- 9  
10                   1. Mr. **Reynaldo R. Aquino**, Budget Officer V;  
11  
12                   2. Ms. **Marivic G. Espolong**, Budget Officer IV; and,  
13  
14                   3. Ms. **Merilene V. Sansano**, Budget Officer II.  
15

16  
17                                   **UNANIMOUSLY APPROVED.....”**  
18                                   -----  
19

20  
21 **VI. OTHER MATTERS**

22  
23 **1. APPROVAL OF AWARD OF CONTRACT FOR THE SUPPLY AND**  
24 **DELIVERY OF 60 SETS OF CHICKEN LAYER “EGG MACHINE” FOR**  
25 **CANDON BRANCH OFFICE, ILOCOS SUR, TO BANEZ COMMERCIAL.**  
26

27                   As soon as the COS introduced the subject on Other Matters, the Hon.  
28 Administrator confessed that actually it was already delivered in the  
29 Municipality of Santa Maria. Director Quintal complemented, too, that there  
30 were 60 farmer-beneficiaries in three (3) barangays of Santa Maria last August  
31 27. When the COS declared that this has been already approved, the Hon.  
32 Administrator refuted that this is still for approval. It just happened that it was  
33 delivered much ahead of schedule.  
34

35                   With the COS asking for a motion, Director Quintal moved and the Hon.  
36 Administrator seconded the motion to approve the award of contract as  
37 proposed.  
38

39                   The Governing Board, therefore, adopted the following resolution:  
40

41  
42                                   **RESOLUTION NO. 2081 -2021**  
43

44                   **“BE IT RESOLVED, AS IT IS HEREBY RESOLVED,**  
45 that the NTA Governing Board approves the Management’s  
46 Recommendation for the Award of Contract for the Project:  
47 Supply and Delivery of 60 units of Chicken Layer “Egg  
48 Machine” with Layer Feeds for NTA Candon Branch Office  
49 in favor of Bañez Commercial, with the single calculated and  
50 responsive quotation (SCRQ) in the total amount of  
51 PhP2,940,000.00.  
52

53                                   **UNANIMOUSLY APPROVED.....”**  
54                                   -----  
55

- 56 2. Schedule for the 144<sup>th</sup> Regular Board Meetings will be on: September 16, 2021,  
57 2:00 PM (Thursday).   
58

1  
2 **VII. ADJOURNMENT**  
3


4 As there has no other matter to be discussed in the Agenda, Director Quintal  
5 moved for the adjournment of the meeting. The Hon. Administrator seconded  
6 the motion.  
7

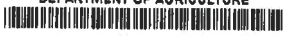
8 **The COS officially adjourned the meeting at 12:53 PM.**  
9

10  
11 -----  
12  
13 **+PREPARED AND CERTIFIED CORRECT:**  
14

15  
16   
17  
18 **REX ANTONIO P. TEOXON**  
19 Board Secretary V  
20

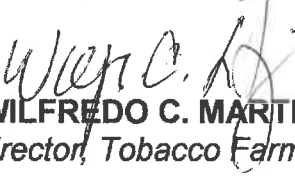
21  
22 **ATTESTED:**  
23

24  
25   
26  
27 **Hon. WILLIAM D. DAR, Ph.D.**  
28 *Secretary, Department Agriculture*  
29 *and Chairman, NTA Governing Board*  
30


DEPARTMENT OF AGRICULTURE  
  
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32   
33  
34 **Hon. ROBERT VICTOR G. SEARES, JR.**  
35 *Administrator/CEO*  
36 *and Vice-Chairman, NTA Governing Board*  
37

38  
39   
40  
41 **Hon. JESSE PAT M. SERNA**  
42 *Appointive Director, Tobacco Manufacturing Sector*  
43

44  
45   
46  
47 **Hon. WILFREDO C. MARTINEZ**  
48 *Appointive Director, Tobacco Farmers Sector*  
49

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**Hon. NESTOR C. CASELA**  
*Appointive Director, Academic Community Sector*



**Hon. TEOFILO R. QUINTAL**  
*Appointive Director, Tobacco Farmers Sector*

**Hon. DANILO C. TRONGCO**  
*Appointive Director, Tobacco Farmers Sector*



**Hon. WILSON R. VICTORIO**  
*Appointive Director, Tobacco Traders/Exporters Sector*

091221



Republic of the Philippines  
**DEPARTMENT OF AGRICULTURE**  
**NATIONAL TOBACCO ADMINISTRATION**

3<sup>rd</sup> & 4<sup>th</sup> Floors, Ben-Lor Building, 1184 Quezon Ave., Quezon City  
(02) 8374-3987 / Fax. No. (02) 8374-2505 / website: nta.da.gov.ph  
**ISO 9001: 2015 QMS-CERTIFIED**

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**OFFICE OF THE NTA GOVERNING BOARD**

**MINUTES OF THE ONE HUNDRED AND FORTY FOURTH (144<sup>TH</sup>) REGULAR  
MEETING OF THE NTA BOARD OF DIRECTORS, HELD AT THE BOARD ROOM,  
3/F BEN-LOR BLDG., 1184 QUEZON AVENUE, QUEZON CITY  
16 SEPTEMBER 2021**

**PRESENT:**

<b>Asec. LEOCADIO S. SEBASTIAN, PhD.</b>	-	Dept. of Agriculture, Chief of Staff (COS) and Designated Alternate Chairman
<b>Adm. ROBERT VICTOR G. SEARES, JR.-</b>	-	Vice-Chairman of the Board and Administrator/CEO
<b>Dir. JESSE PAT M. SERNA</b>	-	Member, Manufacturing Sector
<b>Dir. NESTOR C. CASELA</b>	-	Member, Academic Community Sector
<b>Dir. WILFREDO C. MARTINEZ</b>	-	Member, Tobacco Farmers Sector
<b>Dir. TEOFILO R. QUINTAL</b>	-	Member, Tobacco Farmers Sector
<b>Dir. DANILO C. TRONGCO</b>	-	Member, Tobacco Farmers Sector
<b>Dir. WILSON R. VICTORIO</b>	-	Member, Trader/Exporter Sector

**Others Present:**

<b>ENGR. CESARIO G. SAMBRANA</b>	-	OIC/Deputy Admin. for Operations
<b>Ms. ALONA ARIAS MANGANAAN</b>	-	Head Executive Assostant IV, OAD
<b>Ms. FORTUNA C. BENOSA</b>	-	Manager, Corplan Department
<b>Ms. MA. THERESA B. LAUDENCIA</b>	-	Manager, Finance Department
<b>ATTY. ROHBERT A. AMBROS</b>	-	Manager, Regulation Department
<b>Ms. PERLA C. MANZON</b>	-	OIC/Manager, Admin. Department
<b>Mr. RAMON R. MUNCAL</b>	-	Stenographer III
<b>Mr. REX ANTONIO P. TEOXON</b>	-	Board Secretary V

---

**HIGHLIGHTS OF THE MEETING**

**I. OPENING PRAYER**

Ms. Alona Arias Manganaan, OAD/Head Executive Assistant IV, led the opening prayer.

**II. CALL TO ORDER**

In the absence of the Honorable Secretary and Chairman of the NTA Governing Board, the Honorable Administrator/CEO and Vice-Chairman, Robert Victor G. Seares, Jr., served as the Presiding Officer. He called the meeting to order at about 2:15 P.M..

(Pressed for an emergency meeting, the Honorable Secretary earlier designated his Chief of Staff (COS) to Chair, in his behalf, the Board Meeting of the NTA. This will follow an earlier instruction also to Chair the Board Meeting of NFC. With permission from the COS, the Honorable Administrator/CEO initially presided the NTA Board Meeting, as the NFC has yet to conclude.)



1  
2 **III. DETERMINATION OF QUORUM**  
3

4 The Corporate Secretary declared that with the presence of almost all of its  
5 members, there is a quorum for the 144<sup>th</sup> Regular Meeting of the NTA  
6 Governing Board.  
7

8 **IV. APPROVAL OF THE AGENDA OF THE 144<sup>th</sup> REGULAR MEETING OF THE**  
9 **NTA GOVERNING BOARD HELD THIS 16 SEPTEMBER 2021 AT THE**  
10 **BOARD ROOM, 3/F BEN-LOR BLDG., 1184 QUEZON AVENUE, QUEZON**  
11 **CITY**  
12

13 As the Hon. Administrator asked for the motion to approve the Agenda, the  
14 Corporate Secretary interjected that the Honorable Secretary would like the  
15 Governing Board to include under Other Matters, the discussion of the proposal  
16 of the Local Government Unit of Narvacan to tap the facilities of the NTA's  
17 Kadiwa ni Ani at Kita, which he is favorably indorsing.  
18

19 Asking for the motion again, Director Quintal moved and Director Trongco  
20 seconded the motion to approve the Agenda. The Governing Board, therefore,  
21 adopted the resolution, as follows:  
22

23 **RESOLUTION NO. 2082-2021**  
24

25 "BE IT RESOLVED, AS IT IS HEREBY RESOLVED, that  
26 the NTA Governing Board approves the Agenda, as amended,  
27 for the One Hundred and Forty Fourth (144<sup>th</sup>) Regular Meeting of  
28 the NTA Governing Board, held on 16 September 2021, at the  
29 Board Room, 3/F Ben-Lor Building, 1184 Quezon Avenue,  
30 Quezon City.  
31

32 **UNANIMOUSLY APPROVED.."**  
33 -----  
34

35 **V. FOR APPROVAL/CONFIRMATION/CONSIDERATION:**  
36

37 **A. MINUTES OF THE 105<sup>th</sup> SPECIAL MEETING OF THE NTA GOVERNING**  
38 **BOARD HELD ON 31 AUGUST 2021 AT THE AT THE BOARD ROOM, 3/F**  
39 **BEN-LOR BLDG., 1184 QUEZON AVENUE, QUEZON CITY**  
40

41 With the Hon. Administrator moving on to the approval of the Minutes of 105<sup>th</sup>  
42 Special Board Meeting, Director Quintal, seconded by Director Casela, moved  
43 for the approval of the Minutes, for which purpose, the Governing Board  
44 adopted the following resolution:  
45

46 **RESOLUTION NO. 2083-2021**  
47

48 "BE IT RESOLVED, AS IT IS HEREBY RESOLVED, that  
49 the NTA Governing Board approves the Minutes of the One  
50 Hundred and Fifth (105<sup>th</sup>) Special Meeting of the NTA  
51 Governing Board, held on 31 August 2021, at the Board Room,  
52 3/F Ben-Lor Building, 1184 Quezon Avenue, Quezon City.  
53

54 **UNANIMOUSLY APPROVED....."**  
55 -----  
56  
57  
58



1  
2  
3 **B. MATTERS ARISING FROM THE MINUTES OF THE PREVIOUS**  
4 **MEETINGS**

5  
6 Moving towards the Matters Arising from the previous meetings, the  
7 Hon. Administrator introduced the items one after the other, as follows:  
8

9 **1. STATUS REPORT ON THE DETAILED ARCHITECTURAL AND**  
10 **ENGINEERING DESIGN (DAED): CERTIFICATION FROM DPWH AND**  
11 **SUBMISSION TO THE DBM**  
12

13 On the DAED, the Hon. Administrator volunteered the information that the  
14 responsible units are the Office of the Administrator and the Administrative  
15 Department and this includes the submission of the DPWH Certification,  
16 the submission to ICC/NEDA Secretariat pursuant to Section # 3 of ICC  
17 Memorandum, Public Investment Program, MYCA, and others.  
18

19 The Hon. Administrator explained that as has been discussed in the  
20 Committee Meeting the day before, the complete papers have already  
21 been submitted to the DBM and ICC/NEDA Secretariat. He showed the  
22 Governing Board the receiving copy from the PMS, a copy of the submitted  
23 documents to the DBM and the NEDA.  
24

25 He said he submitted for their reference the proposed 15-Story NTA Bldg.,  
26 with commercial facility. He submitted to the OP certified true copies of the  
27 letter, receiving copy from NEDA, receiving copy of the letter from DBM,  
28 the Board Resolution No. 2076-2021, the Certificate of Budget Inclusion,  
29 the MYCA, the DBM Form Nos. 708 and 709, the DPWH Certification, all  
30 of which were received by the PMS so that it can help in fast tracking the  
31 release of funds.  
32

33 **2. REPORT/UPDATE ON THE STEP: COORDINATION WITH DBM RE**  
34 **RELEASE OF FUNDS, WITH BIR ON THE RECOMPUTATION OF THE**  
35 **NTA'S TOBACCO FUND SHARE, WITH BU. OF TREASURY RE**  
36 **CERTIFICATE OF BALANCE OF THE FUND, WITH REGIONAL**  
37 **DEVELOPMENT COUNCIL I TO SECURE ENDORSEMENT OF THE**  
38 **STEP AND LEGISLATIVE ENACTMENT/ SUPPORT FOR THE STEP**  
39

40 Re the STEP, the DBM continues with the evaluation of the NTA's funding  
41 request, which remains under the legal services at present. The Hon.  
42 Administrator explained he continued to talk with Asec Kim De Leon who is  
43 following up with the DBM. He will call up again to follow through NTA's  
44 request.  
45

46 The letter, requesting for a Certificate of Balance of tobacco fund, had  
47 already been submitted to the National Treasury. Sent to the BIR, too, was  
48 the letter requesting for the re-computation of NTA's Tobacco Fund share,  
49 which of last has become problematic. The Hon. Administrator said, "Our  
50 Board Secretary was able to see the discrepancy, why NTA was short in its  
51 share, so he made a letter to the BIR for the re-computation of NTA share  
52 from RA No. 4155".  
53

54 The other items are endorsement of STEP by the RDC and Cong. DV  
55 Savellano's supporting NTA's program through legislative enactment. The  
56 Hon. Administrator, emphasized the follow up with DBM to hasten the  
57 approval of NTA's request.  
58

1 When the Hon. Administrator asked for any question, discussion, comment  
2 or suggestion on the matters he mentioned, particularly for the DAED and  
3 the STEP program, Director Casela, replied that he, for one, really  
4 appreciate the Administrator's diligence in following-up the necessary steps  
5 and the approval for the request for funding with the building as well as our  
6 STEP, intended for the attainment of pre-determined goal of NTA and that  
7 is, simply, to help the farmers, which could be achieved through the  
8 implementation of the STEP. With the Administrator's initiative, he hoped  
9 the different agencies, especially the DBM, will approve the budget soon,  
10 so that the NTA can fully implement the various programs, intended for the  
11 farmers and to fully fulfill the mandates not only for the farmers but to the  
12 entire industry. Director Casela assured his full support to the  
13 Administrator's initiative in accomplishing necessary steps for the approval  
14 of the project, because as far as the STEP is concerned, the projects and  
15 programs are comprehensive initiative of NTA that will really help uplift the  
16 tobacco farmers and, of course, the totality of the tobacco industry.

17  
18 The Hon. Administrator added that in the ongoing Congressional budget  
19 hearings, he realized how small is the budget for NTA, at only Php555  
20 million. It may be increased but NTA has no other source of income, and  
21 the DBM lacks the necessary funds, otherwise, it could readily address all  
22 the needs of the farmers, as said by Hon. Secretary Dar.

23  
24 At this juncture, the Hon. Administrator greeted the Chief of Staff, whom he  
25 immediately apprised on the DAED of the NTA building, the follow up of the  
26 STEP with the DBM which is being reviewed by the legal and which he will  
27 follow up (make "kulit") again on Friday, as the Hon. Secretary may ask  
28 him again, saying "Admin JR, ikaw ang bahala diyan sa follow-up mo", but  
29 OP said, request for the help of the Secretary in following up.

30  
31 The COS informed that for follow-up with OP, the Secretary assigned Usec  
32 Christine Evangelista. The Hon. Administrator advised the COS, he will talk  
33 with Usec Christine, to unify direction and see who they can often discuss  
34 with; and, informed the COS that as far as DBM is concerned, it is  
35 Secretary Avisado's Chief of Staff, Asec Kim De Leon. The COS informed  
36 that Usec Christine is a new Usec, as he acknowledged that the  
37 Administrator has been doing very well with this follow up. The Hon.  
38 Administrator affirmed, saying without follow up, our papers will not move,  
39 especially under the present circumstances; after which, he requested to  
40 move to another agenda and introduced OIC/DAOP Cesario Sambrana, to  
41 do the presentation.

42  
43 **3. REVIEW AND ENHANCEMENT OF THE RESEARCH AND DEVELOPMENT**  
44 **PROGRAM: READILY AVAILABLE TECHNOLOGIES, DIRECTION AND**  
45 **PRIORITIES FOR AGRICULTURAL RESEARCH, PROTOCOL**  
46 **RESEARCH POLICIES AND IMPLEMENTING GUIDELINES AND**  
47 **DIRECTIONS AND PRIORITIES FOR INDUSTRIAL RESEARCH**  
48

49 The DAOP confessed that in yesterday's Committee Meeting, he was  
50 instructed to prepare the detailed proposal on four subject matters, namely:  
51 1. readily adoptable technology from research, 2. direction priorities for  
52 agricultural research, 3. protocol research analysis and guidelines and 4.  
53 direction and priorities for industrial research.

54  
55 He updated the Board that this morning, he discussed with the Officers-in-  
56 Charge/Managers of Industrial Research (IRD) and Farm Technology and  
57 Services departments (FTSD), where he tasked them to submit detailed  
58 proposals as directed. The listings they initially submitted were not enough

1 so they have to add more to complete the proposal. The deadline will be  
2 next week. (Presentation was tentatively set at 08 October 2021).  
3

4 The DAOP informed he is not ready to discuss some matters of concern,  
5 like:  
6

- 7 1. Compliance to the regulatory authority of NTA insofar as the varieties  
8 being grown, which has become a serious concern because a lot of  
9 them have been commercially grown, but did not follow the proper  
10 process for registration under the national seed industry council.  
11

12 It is a must that the package of technology must already be there.  
13 This is one aspect we have to looking into.  
14


- 15 2. The second one pertains to fees being charged under protocol  
16 research, considering the pandemic and the problem with our  
17 laboratory (equipment).  
18  
19 3. No. 3 pertains to readily available technology that can mitigate  
20 climate change, like occurrence of freak rains, necessitating curing  
21 management for wet tobacco.  
22  
23 4. Another matter is to show what is the contribution of each aspect of  
24 the technology, say the variety, to the overall tobacco productivity  
25 and to the quality of produce.  
26

27 In this respect, the Industrial Research is ready to offer the following  
28 contributions that include the tobacco dust plus and the different tobacco  
29 leaf extracts, duly tested for different applications, available packages of  
30 technology for the control of pest in vegetables and fruit trees, control  
31 golden snail, and control of mosquito  
32

33 DAOP continued that they have undergone product formulation,  
34 developed and tested efficacy against plant, pest and parasites, chicken,  
35 game fowl and dogs, After which, follows production, patenting/  
36 registration, and commercialization, market introduction for agri-  
37 business, fora and exhibit. The next is particle for additive, plywood and  
38 adhesive, which were undertaken with DOST and FPRDI at Los Baños.  
39 Burley and Batek stalks were utilized. Cost and benefit analysis and  
40 determination of financial viability have yet to be done.  
41

42 On the adoption of NTA Harmonized Tobacco Grading System (HGS)  
43 for Virginia and Burley, NTA has still to train extension workers, TPROs  
44 and Agriculturists on the Harmonize Grading Standards. A study has to  
45 be conducted to determine the problem and status of adoption of HGS.  
46 The actions to be taken include the continuing process of capability  
47 building, through seminars and practicum on HGS.  
48

49 The Technical laboratory includes the soil and water (by BSWM?), using  
50 ISO 1725, which is a requisite for issuance of license to operate under  
51 PD 1445. It shall request from Management the replacement of all  
52 equipment, to attain reliable test result and to maintain the well being of  
53 environment and laboratory personnel. The DAOP promised to submit  
54 the Agricultural Research component next week.  
55

56 Dir. Casela commented that it was exhaustively discussed in the  
57 Committee Meeting yesterday, including the factors that seemingly  
58 negate or facilitate the accomplishment of research undertakings. He 



1 mentioned, too, that since NTA is a GOCC, it has to come-up with some  
2 revenues. In that aspect, DAOP mentioned yesterday that NTA is  
3 purchasing laboratory equipment for the purpose of testing / determining  
4 the quality standards/specifications of cigarettes. In this case, NTA will  
5 be able to establish, technical specification like nicotine, tar and so on  
6 and so forth. NTA will become a venue for the testing of cigarette  
7 products, for cigarette manufacturers, and therefore, will be realizing  
8 some revenues, which NTA has to comply, as a GOCC.  
9

10 It was observed, however, that there seems to be a lack of publications  
11 of research undertaken by the NTA. The wider circulation of publication  
12 of the research, specially matured technology, will make people well  
13 aware of what the NTA is doing for the advancement of tobacco  
14 industry.  
15

16 The COS affirmed there must really be an income even in research. He  
17 asked how much income NTA is deriving from its current activity.  
18 Director Casela replied that NTA does not realize much revenue from  
19 research undertakings. What is definite is the revenue collection from  
20 fees?, which is very, very minimal, the only source of income of the NTA.  
21

22 Addressing DAOP Sambrana, the COS asked if NTA/DAOP can  
23 generate more revenue from R&D. He thinks DAOP can.  
24

25 DAOP replied this has been discussed with his team this morning.  
26 Indeed, the laboratory can be used for the analysis nicotine, tar, etc. of  
27 cigarettes. In this regard, the Board tasked them to study the matter to  
28 generate income for the Agency. The team noted that there are  
29 companies that do not have the capability, but big companies have  
30 facilities for analytical purposes.  
31

32 COS advised the research group can get income from analytical  
33 services, it can also earn from farm production, from anything that  
34 produce that may be sold. He recalled NTA had a contract with PhilRice  
35 years before. DAOP informed that NTA continues to assist tobacco  
36 farmers for rice production during the rainy season, especially so with  
37 the clustering program.  
38

39 Asked by COS whether income is derived from that service, DAOP  
40 replied yes, from the Administrative fee of 1% of the total amount availed  
41 and 2% per annum from what NTA calls as the Service fee.  
42

43 COS said he knows that NTA has good chemistry laboratory. If its  
44 service is beyond tobacco, it can generate greater income from the  
45 service. The investment however is big. The issue lies on the cost.  
46 Research is always a cost. Existence of research must be found so that  
47 it can be supported.  
48

49 Director Martinez expressed confidence that there is a big income  
50 from research analytical services, realizing from his experience abroad.  
51 As the Chairman of the Board Governance Committee, he thanked the  
52 team for bringing up the subject. He admitted however, he has still to  
53 discuss with the officers-in-charge to study the functions and see how  
54 the services can be improved, for better income to be derived.  
55

56 Director Quintal complemented that part of the task is how to help  
57 industrial users have income as well. As has been noted, the Industrial



1 Research had already a matured technology, which was published  
2 (limited) and some limited products like novelty items, parchment  
3 papers, pesticides, among others. With all of these, some sort of  
4 cooperation must already be established - with possible buyers of  
5 technology, with investors for possible partnership. Maybe, NTA can  
6 engage with a big cooperative, because the schools are using the  
7 certificates, papers and novelty items, for their programs. There is  
8 money on the novelty items. He asked, how can industrial research  
9 invite some possible investors, if not going to offer a partnership with  
10 some local cooperatives to invest. Some big time cooperatives could  
11 possibly collaborate in the propagation and possible commercialization  
12 of these matured technologies.

13  
14 The COS asked again for suggestions on how can R&D become  
15 income-generating for NTA. As earlier suggested by Dir. Martinez, we  
16 have to study. He also suggested, laboratory analysis can be linked with  
17 the regulatory function of the NTA, being a regulatory body. IRD also  
18 has certified chemist and scientist, who can help generate income.

19  
20 Director Martinez, said that, about the regulatory function, one thing NTA  
21 can do is to check on the imported products, like cigars, in terms of their  
22 tar and carbon monoxide, so that we can have a record of what we are  
23 importing. We can check at random.

24  
25 The COS, addressing the Hon. Administrator, conveyed his thought that  
26 NTA, as a part of its regulatory function, can pursue that type of test.  
27 The Hon. Administrator replied we are doing some sampling at the  
28 moment. When the COS said the company may request for a test for a  
29 fee, the Hon. Administrator said, yes in Protocol Research, they pay.  
30 When the COS asked how much income NTA is generating, the Hon.  
31 Administrator said DAOP or Director Casela may have the information.

32  
33 The DAOP replied, this will be part of the study that the Board tasked  
34 them to do, including Protocol Research. At the moment,, he does not  
35 have the information as to the exact fees being charged

36  
37 Related to the testing of imported tobacco, the nagging question is why  
38 our local production cannot satisfy the requirement for domestic  
39 manufacturing. While the IRD Quality Assurance Division has been  
40 conducting its Annual Physical and Chemical characterization of tobacco  
41 grown locally, the missing link is the conduct of similar analysis for the  
42 imported tobacco and tobacco products, which is part of NTA's  
43 regulatory powers. It is high time for the NTA to look deeply into the  
44 matter. It has to be done with the Office of the Administrator and the  
45 Regulation Department.

46  
47 The COS confirmed it is okay, but the private sector must pay otherwise  
48 it will just be another expense for the NTA. DAOP replied the matter will  
49 be discussed with the Hon. Administrator and the Regulation  
50 Department.

51  
52 The COS reminded, the agricultural research component will be  
53 submitted next week. There will be no action yet, at present, as the  
54 DAOP recalled that in the yesterday's Committee meeting, the detailed  
55 proposal has still to be discussed with the Committee and to be  
56 presented for approval by the Governing Board in October.

1 C. APPROVAL OF THE REVISED IMPLEMENTING GUIDELINES OF  
2 THE IMPROVED TOBACCO SEEDLING PRODUCTION PROJECT  
3 (ITPSP) FOR CY 2021-2022  
4

5 Introduced by the Hon. Administrator to present, the DAOP opened up  
6 saying that the Implementing Guidelines that he will be presenting  
7 already incorporated the previous suggestions by the Board. The  
8 present copy is the semi-final draft, for implementation in crop year  
9 2021-2022.

10  
11 DAOP reminded the COS of the Transitory Provision in the STEP, which  
12 provides that institutional projects will continue to be used of CY 2021-  
13 2022. It is just that, as per policy statement, they will be located in the  
14 pilot block farm of NTA.

15  
16 The target modules will be **250**, composed of **151** old modules and **99**  
17 new ones.


18  
19 Each module covers around **6 hectares**. The total number of seedling  
20 to be produces this year will be **30 million**. The total area coverage will  
21 be **3,075 hectares**.

22  
23 The total amount of production assistance, for the seedbed is around  
24 **PhP11 million**. The buyback at **30centavo/seedling** is about **PhP9.0**  
25 **million**, for a total of **PhP20 million** the budget allocated in the COB.

26  
27 Under the implementing guidelines, the seedling grower: must be  
28 registered with NTA, through the concerned Branch Office, preferably  
29 tilling tobacco and rice, and members of the pilot block farm, willing to  
30 provide lot for the project, check the requirement of project site as listed  
31 in # 4B, willing to undergo training on seedling production, willing to  
32 follow completely the improved tobacco seedling production technology  
33 prescribed by NTA and market tie-up, capable of providing adequate  
34 labor to attend to all activities involved in improved tobacco seedling  
35 production and able to provide the tools and equipment like harrows,  
36 sprayer, animals and irrigation pumps.

37  
38 The Strategy of Implementation on the selection of project site include:  
39 located at pilot block farm, with abundant water, observe pest and  
40 diseases, with no infestation for the last three years, well drained area,  
41 easily accessible by hauling trucks or transport vehicle and fully exposed  
42 to sunlight.

43  
44 We will implement the project using the buy back method. The tobacco  
45 seedling grower shall follow the NTA package of technology on seedling  
46 production. The TSG shall be paid, based on plantable seedlings. This is  
47 to ensure that the beneficiary-farmers will receive the best seedlings  
48 from the seedling grower provided, that the seedling are released within  
49 the specified cut-off date as determined by NTA and marketing tie-up  
50 provided, not to exceed 120,000 seedlings per 6 hectare module, as  
51 validated by the Branch Office inventory team. The buy back, as above  
52 stated, is 30 centavos/seedling to be paid to the tobacco seedling  
53 grower to the amount based on the inventory.

54  
55 The **Production Assistance** provided to tobacco seedling grower  
56 includes seedbedding materials, operating materials and cash inputs.   
57 New seedling grower is given a complete production assistance. The

1 old seedling growers however shall only be provided the operating  
2 materials and cash inputs. The **seedbedding operating assets**  
3 include the seedbed materials purchase by NTA and lent to the seedling  
4 grower such as seedling tray, 105 holes, fabric cloths, seedbed cover  
5 (cacha) and black plastics. The **operating material inputs** include  
6 fungicide, pesticide, fertilizers that consumable for one season. The  
7 **cash inputs** to be given are for items that cannot be bidded, like the  
8 carbonized rice hull, tie wire and gas and oil, needed seed bed set-up.  
9 The **maximum assistance** is **PhP84,690.00/module** for new and  
10 **PhP18,190.00/** module for old farmer-cooperators

11  
12 The training is a combination of virtual and hands-on training to be  
13 conducted for seedling growers and the assisting EW's. The budget has  
14 already been requested so that training can already be conducted this  
15 coming week.

16  
17 The procedure in the grant of assistance indicates that the seedling  
18 grower shall submit to the branch office the following documents:  
19 application form, individual plan and budget, farmer and beneficiary and  
20 number of seedling required and MOA.

21  
22 The MOA will be signed between the NTA and the seedling grower. The  
23 NTA has been used to the procedure and the Project Management has  
24 already been composed.

25  
26 Director Casela commented that the project has been discussed  
27 comprehensively, exhaustively yesterday. Additionally, all the aspects of  
28 the project have already been reviewed, together with the MOA. As  
29 mentioned in yesterday's discussion, however, the main problem of the  
30 project is that we do not have much fund for the provision of seedlings to  
31 our farmers under the block farm and one problem that arises with such  
32 situation is the distribution of seedlings to the FC's because seemingly  
33 with the estimate, only about 25% of the seedling requirement will  
34 provided to each FC. How, then, will the distribution be prioritized  
35 among the FCs. Who will be first? last? How will the rest of the  
36 requirement be filled?.

37  
38 DAOP replied that as has been discussed yesterday, as the budget is  
39 limited, priority will be given to the early planters, meaning, those who  
40 will plant before December 15. The keyword, he emphasized, is plant  
41 early. Based on the recruitment, it appears that about 9,000 seedlings  
42 will be given each. This was agreed upon during the discussion with the  
43 Branch Managers; and in addition, they have to coordinate with "private  
44 seedling growers" that will be planting simultaneously with NTA, to fill in  
45 the gap of the seedling requirements of the farmer-cooperators assisted  
46 by NTA.

47  
48 He noted that there were private seedling growers that have tobacco  
49 company tie-up for our farmer cooperators. So we will discuss with the  
50 private sector for our requirement. The DAOP said he was referring to  
51 ULPI. So we will provide the funds for their purchase of seedlings from  
52 the private tobacco company, from the production assistance from the  
53 TCGS.

54  
55 When the COS verified the area to be covered, DAOP replied that the  
56 area is 3,075 hectares. To avoid jealousy, the total seedlings will just be  
57 divided equally among them and the rest will be sourced out from private  
58 seedling growers.

1  
2 Director Casela countered that while DAOP said that we can avoid  
3 jealousy and complaints among the farmers within the block farm, it will  
4 trigger another problem because they will not be planting at the same  
5 time. Some, therefore, will be planting over-aged seedlings in that case.  
6

7 The DAOP admitted yes but claimed that this is the best we can offer  
8 with our limited budget. With a bigger budget under the STEP, maybe  
9 we can offer, as originally intended, at least 50% of the requirement. In  
10 the future, we can give a chance to organizations within the block farm  
11 to become seedling growers for the block farm.  
12


13 Director Casela reacted, the DAOP was talking of the future, what he  
14 wanted is for him to resolve the present dilemma of the project. Director  
15 Casela recalled, as he suggested yesterday, the DAOP has to determine  
16 the area planted by the farmer-cooperators by type and sub-type  
17 tobacco, so that specific seedling requirements can already be  
18 determined. He can produce the number of seedlings to be provided by  
19 the project, and to convince the farmer-cooperators to produce their own  
20 seedling to cover the deficit.  
21

22 At this point, Director Martinez asked another matter, that of La Nina  
23 phenomena. While the COS, directing to already conclude the  
24 discussion, asked Director Quintal what does he think about Director  
25 Casela's suggestion. Director Quintal replied he is for the suggestion of  
26 Director Casela, as a possibility to offset the shortcoming of the system  
27 being offered by the DAOP.  
28

29 DAOP reacted, we have to coordinate the seedling growing with the  
30 market tie-up, to ensure there is traceability. If they agree, we just have  
31 to put-up a supplemental budget to be handled by the farmers  
32 themselves. Another option is for the farmer-cooperator to buy from the  
33 private sector. DAOP continued, explaining that in his view, not all are  
34 members of the block farm(?), so it is better off to divide equally. He  
35 said Director Casela's point has already been considered in their  
36 presentation of their recruitment for the contract growing system, so we  
37 must divide equally, "para walag lamangan", he said.  
38

39 When COS raised the issue point that planting schedules are not the  
40 same, DAOP admitted that, actually, sowing cannot really be done all at  
41 once, in consideration of the present cropping situation. At present, a lot  
42 of farmers are still on their rice cropping. The DAOP appealed, if the  
43 Governing Board, will allow, he will be providing another report because  
44 he has to talk with the Branch Managers on the matter. At present, they  
45 are hoping to divide the seedling pro-rata (depending on the area of  
46 recruitment), in accordance with the initial agreement to divide equally  
47 among the farmers.  
48

49 Director Casela, advised the DAOP, again, emphasizing, we all know  
50 that the bottom line of seedling production, is to comply with NTA's and  
51 the private sector's advocacy of early planting. In response to their  
52 predicament of non-availability of seedlings during their time of planting,  
53 NTA has to provide ready seedlings to these farmers. He said this is the  
54 reason for the program, saying further that the bottom line of the early  
55 planting that he mentioned is to improve the level of yield and improve  
56 the quality of tobacco.  
57





1 The DAOP reasoned out, it depends on the environment. For  
2 instance, those who planted early (about this time) last year, had been  
3 wiped out by the freak rains. The tobacco planted in December were  
4 saved. They were still small, so they were not affected by the freak rains  
5 that occurred 22-24 of January. At present, there is a big possibility that  
6 there will be another weather disturbance, due to pronouncement of La  
7 Nina occurrence. In this case, what Director Casela was saying may be  
8 true under normal condition.

9  
10 The COS clarified that what the NTA is targeting in its guidelines is not  
11 early planting, but in support of block farming. The DAOP immediately  
12 agreed, saying further that early on, he emphasized the intention to  
13 support whatever will be planted in the block farm, but because of the  
14 limited budget, we cannot do it at the meantime.

15  
16 The COS suggested, therefore, for NTA to forget "early", which surprised  
17 him, which to his knowledge, was related to price and quality. How is it  
18 this time that La Nina may be expected by February. If you are going to  
19 harvest by February, there will be no more quality tobacco.

20  
21 The DAOP explained that this is the reason why we are showing to the  
22 farmers in our block farm the proper way of growing tobacco seedlings  
23 to mitigate environmental disturbances. The seedlings will be in trays so  
24 that during rains and typhoons, they can bring them to the covered  
25 courts, where they will be safe, until after the typhoon is over. Then, the  
26 seedlings will be saved. We will be, actually, demonstrating to the  
27 farmers within the block farm, the proper way of growing seedlings that  
28 can mitigate environmental disturbance. This is the message we would  
29 like to send to the block farms.


30  
31 When the COS asked for any question regarding the proposal, Director  
32 Martinez inquired when will the seedlings be available to the farmers.  
33 The DAOP replied, the farmers have already been identified, they know  
34 the actual situation because they were closely engaged with the farmer-  
35 cooperators.

36  
37 How much will be spent for the farmers, the COS asked. DAOP  
38 explained the reason why he insisted on dividing equally and the other  
39 option of farmers setting up their own seedbed, which should be  
40 discussed with the marketing tie-up because of their requirement on  
41 traceability. The operations assume that all farmers within the block farm  
42 will have their seedlings to plant.

43  
44 With the COS saying he be allowed to get the sense (unintelligible, due  
45 to barking of dogs), the Hon. Administrator directed that we should  
46 already approve the implementing guidelines for the improved tobacco  
47 seedling production.

48  
49 Director Quintal, addressing the Chair, saying that with the assurance of  
50 the Chief of Operations, on the assumption that all the block farm/  
51 farmer-cooperators will be provided with the seedlings, move for the  
52 approval of the implementing guidelines. Director Martinez seconded  
53 the motion.

54  
55 When the COS asked for any objection, Director Casela expressed his  
56 hope that the DAOP will not be offended with all of these questions,  
57 because the Directors are playing devils advocate here, because he





1 want a smooth implementation of the project, because inevitably, we  
2 are, inevitably, coming-up with solutions in this case. COS remarked it  
3 is very important to exchange views.  
4

5 For the purpose, the Governing Board, adopted the following resolution,  
6 to wit:

7  
8 **RESOLUTION NO. 2084 -2021**

9  
10 **“BE IT RESOLVED, AS IT IS HEREBY RESOLVED,** that  
11 the NTA Governing Board approves the Implementing  
12 Guidelines for the Improved Tobacco Seedling Production  
13 Project for CY 2021-2022, in the total amount of PhP20.00  
14 Million”.

15  
16 **PROVIDED, however, that** the Chief of Operations  
17 (OIC/DAOP), assures that all the block farms / farmer-  
18 cooperators will be provided with their seedlings.”

19  
20 **UNANIMOUSLY APPROVED.....”**

21  
22 -----

23  
24 At this juncture, the DAOP volunteered the information that the material  
25 input requirement needed by the branch offices were already submitted.

26  
27 On the other hand, Director Casela requested from the DAOP a formal  
28 communication by Management to the Governing Board that on their  
29 requirement for the Seedling Production and it would be subject for  
30 deliberation of the Members of the Board, as this has not yet been  
31 included in the Agenda.

32  
33 The COS informed that the request has already got a referendum.  
34 Director Casela replied, he stand to be corrected. The COS reiterated, it  
35 has gotten around for referendum

36  
37 (The referendum resolution was discussed/approved during the joint Board Committee  
38 Meeting of 09 September 2021. In coordination with the DAOP and OIC/Manager of  
39 Ilocos Norte, the Referendum Resolution was sent for signature by the Members of the  
40 Governing Board, starting with Ilocos Norte, and through the usual route/ procedure).

41  
42 **D. CONFIRMATION OF EIGHT (8) APPLICANTS TO VACANT**  
43 **PLANTILLA POSITIONS, AFTER COMPLIANCE WITH RE-POSTING/**  
44 **REPUBLICATION REQUIREMENT**

45  
46 The Hon. Administrator presented for confirmation the eight (8)  
47 applicants to vacant plantilla positions, after re-posting, in pursuance of  
48 MC 018 of October 25 2018, as amended.

49  
50 Each of the position, has their short list, except for three which may be  
51 considered as truly lone applicants to the position.

52  
53 When asked by the COS, the members confirmed that they all got the  
54 list of candidates to the positions. The same have been lengthily  
55 deliberated upon the day before.  
56

1 In consideration of the foregoing, Director Casela moved for the  
2 approval of the confirmation. Director Quintal seconded the motion to  
3 approve, as recommended by the Hon. Administrator.  
4

5 In this regard the Governing Board adopted the following resolution:  
6

7 **RESOLUTION NO. 2085 -2021**  
8

9 **“BE IT RESOLVED, AS IT IS HEREBY RESOLVED,**  
10 that the NTA Governing Board confirms the appointment of  
11 the eight (8) applicants to the vacant plantilla positions, as  
12 recommended by the Administrator/ CEO, namely:  
13

- 14 1. **LUZVIMINDA U. PADAYAO**, Department Manager III, **SG 26**,  
15 Ilocos Norte;
- 16 2. **RESTY C. CAMBE**, Accountant IV, **SG 22**, Finance  
17 Department;
- 18 3. **DEEVID JOHN RAYZE B. BRIOSOS**, Secretary, **SG 7**,  
19 Administrative Department;.
- 20 4. **ERWIN B. VENUS**, Secretary, **SG 7**, Vigan B.O.;
- 21 5. **ROAN G. DAPROZA**, Agriculturist I, **SG 11**, Candon B.O.;
- 22 6. **JANNEL O. VALDEZ**, Agriculturist I, **SG 11**, Candon B.O.;
- 23 7. **EDGAR C. TORRES**, Tobacco Production and Regulation  
24 Officer (TPRO) I, SG 11, Candon, B.O.; and,
- 25 8. **JOSEPHINE B. COTILLON**, TPRO I , **SG 11**, Candon B.O..

26 **UNANIMOUSLY APPROVED.....”**  
27 -----  
28

29 The COS volunteered the information that, actually, the position like  
30 this, Division Chief and below, is the prerogative of the Administrator,  
31 only for the confirmation of the Board.  
32

33 **Vi. OTHER MATTERS**  
34

35 **A. APPROVAL OF REQUEST OF THE LOCAL GOVERNMENT UNIT**  
36 **OF NARVACAN TO TAP THE NTA KADIWA NI ANI AT KITA FOOD**  
37 **PROCESSING FACILITY**  
38

39 With the COS moving forward to Other Matters, the Hon. Administrator  
40 informed that they received a letter from the Municipality of Narvacan.  
41 The letter was thru the DAOP inviting him to attend the SB regular  
42 session, which he did. It was regarding the use of NTA facility.  
43

44 The DAOP reported that he was able to meet with Vice-Mayor Sanidad  
45 and with the meat vendors, to discuss what they would like to happen.  
46 The meat vendors proposed that they would like us to slaughter their  
47 pigs, at a minimum of 20 heads daily, between 2am to 5am. They will be  
48  
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53  
54  
55  
56  
57

1 bringing in the pigs for us to slaughter, at a fee of say PhP150/head.  
2 Their initial request, however, was for them to butcher the pigs,  
3 themselves, but this, according to the Consultant, Dr. Crisologo, may  
4 bring some complications relative to safety protocols and training  
5 requirements.

6  
7 This (arrangement with Narvacan) may be okay, except that the  
8 Administrator may have some plans to expand in the future and may run  
9 in conflict in the utilization with the facility.

10  
11 In any case, Narvacan has to submit details of intentions and  
12 requirement as a basis for action by the Governing Board.

13  
14 In addition to Narvacan, NTA also received a letter from Regional  
15 Nestor Director Domenden, to whom we said this cannot be decided at  
16 the level of the Administrator alone. It needs the approval of the  
17 Governing Board. Again, we can request DAOP Sambrana to provide an  
18 update.

19  
20 DAOP related that the need of Director Domenden was different. As  
21 Ilocos may have been threatened with ASF, some growers would like  
22 their hogs to be slaughtered early, so they need a temporary storage.  
23 We advised Dr. Domenden to put specific requirement in black and  
24 white to NTA Management, as a basis for its action request for approval  
25 by the Governing Board.

26  
27 As of now, we have not received any letter from Dr. Domenden.

28  
29 The COS said that what Domenden told the Hon. Secretary was that  
30 they would need temporary cold storage facility while looking for  
31 disposal of slaughtered hogs


32  
33 The COS informed he advised BM Rafanan we need necessary details.  
34 The same is true with that of Narvacan municipal government.

35  
36 The issue points raised include ensuring the safety protocol. Second is  
37 the limited capacity for the storage as well as the expensive operational  
38 requirement as electricity/current is expensive. In this case, NTA may  
39 discuss with them additional, emergency funding that may be needed.

40  
41 In any case, the Administrator said, he has not received any written  
42 proposal yet, as has been required from the proponents.

43  
44 The COS entasked Director Quintal to help in the negotiation process.  
45 Dir. Quintal informed BM Rafanan called him up twice already re the  
46 intention of the PG for the slaughtering of pigs, noting that 8  
47 municipalities have been infected by ASF. They will be using our  
48 storage facility which is of 10-ton capacity, but entailing expensive  
49 electrical cost. They were advised to write the Administrator.

50  
51 The Hon. Administrator informed, too, he will direct the consultant to get  
52 in touch with the proponents to iron out /thresh out the issues and  
53 concern as earlier determined. He has to act fast as ASF spreads  
54 quickly.

55  
56 COS said he thinks DA will provide full support on the matter. All the  
57 NTA need is to focus on the safety protocol concern. 

1 The COS concluded let us help Ilocos Sur, as it faced great difficulties  
2 with the ASF. The COS said the Administrator was right, we have to  
3 follow safety protocols, so they just have to pay, so that we have  
4 something to spend too.  
5  
6

7 **B. PROPOSED SCHEDULE FOR THE 106<sup>TH</sup> SPECIAL BOARD**  
8 **MEETINGS WILL BE ON: 30 SEPTEMBER 2021, 2:00 PM (THURSDAY)**  
9

10 Hon. Administrator said the other Other Matters pertains to the  
11 proposed **schedule of 106<sup>th</sup> Special Meeting, on the 30<sup>th</sup> of**  
12 **September 2021, at 2:00 PM.**  
13

14 The COS advised it is “**alanganin**”. The Secretary is expected to join  
15 the President in his trip to Munoz NE, for the inauguration. COS said  
16 they need to go there.  
17

18 The Hon. Administrator replied “I think we have our common  
19 understanding with the Secretary, that in his absence he will allow me to  
20 preside to conduct the Board Meeting”.  
21

22 (Dir. Casela asked from Mr. Teoxon, for the confirmation of Sept. 23 and  
23 29 Committee meeting as scheduled yesterday. The answer is still yes  
24 at the moment, unless there will be supervening events.)  
25

26  
27 **VII. ADJOURNMENT**  
28


29 As there has no other matter to discuss in the Agenda, COS asked for a motion  
30 to adjourn. The Hon. Administrator moved and Director Quintal seconded the  
31 motion for the adjournment of the meeting.  
32

33 The COS officially adjourned the meeting at about 4:25 PM., with “you can  
34 continue with your discussion” as his ending statement.  
35

36 -----  
37  
38 **PREPARED AND CERTIFIED CORRECT:**

39  
40   
41  
42 **REX ANTONIO P. TEOXON**  
43 Board Secretary V  
44  
45  
46  
47

48 **ATTESTED:**  
49

50   
51 **Hon. WILLIAM D. DAR, Ph.D.**  
52 *Secretary, Department Agriculture*  
53 *and Chairman, NTA Governing Board*  
54  
55  
56  
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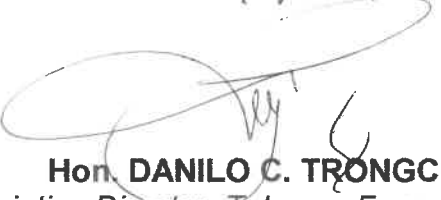
  
**Hon. ROBERT VICTOR G. SEARES, JR.**  
*Administrator/CEO and Vice-Chairman,  
NTA Governing Board*

  
**Hon. JESSE PAT M. SERNA**  
*Appointive Director, Tobacco Manufacturing Sector*

  
**Hon. WILFREDO C. MARTINEZ**  
*Appointive Director, Tobacco Farmers Sector*

  
**Hon. NESTOR C. CASELA**  
*Appointive Director, Academic Community Sector*

  
**Hon. TEOFILO R. QUINTAL**  
*Appointive Director, Tobacco Farmers Sector*

  
**Hon. DANILO C. TRONGCO**  
*Appointive Director, Tobacco Farmers Sector*

  
**Hon. WILSON R. VICTORIO**  
*Appointive Director, Tobacco Traders/Exporters Sector*

092721





## OFFICE OF THE NTA GOVERNING BOARD

### MINUTES OF THE ONE HUNDRED AND FORTY FIFTH (145<sup>TH</sup>) REGULAR MEETING OF THE NTA BOARD OF DIRECTORS, HELD AT THE BOARD ROOM, 3/F BEN-LOR BLDG., 1184 QUEZON AVENUE, QUEZON CITY 08 OCTOBER 2021

#### PRESENT:

Adm. ROBERT VICTOR G. SEARES, JR.-	-	Vice-Chairman of the Board and Administrator/CEO
Dir. JESSE PAT M. SERNA	-	Member, Manufacturing Sector
Dir. NESTOR C. CASELA	-	Member, Academic Community Sector
Dir. WILFREDO C. MARTINEZ	-	Member, Tobacco Farmers Sector
Dir. TEOFILO R. QUIÑTAL	-	Member, Tobacco Farmers Sector
Dir. DANILO C. TRONGCO	-	Member, Tobacco Farmers Sector
Dir. WILSON R. VICTORIO	-	Member, Trader/Exporter Sector

#### OTHERS PRESENT:

ENGR. CESARIO G. SAMBRANA	-	OIC/Deputy Admin. for Operations
Atty. JUN FRED V. PARADO	-	Legal Officer V, Office of the Admin.
Ms. FORTUNA C. BENOSA	-	Manager, Corplan Department
Atty. ROHBERT A. AMBROS	-	Manager, Regulation Department
Ms. PERLA C. MANZON	-	OIC/Manager, Admin. Department
Mr. RAMON R. MUNCAL	-	Stenographer III
Mr. REX ANTONIO P. TEOXON	-	Board Secretary V

## HIGHLIGHTS OF THE MEETING

### I. OPENING PRAYER

Atty. Jun Fred V. Parado, OAD/Legal Officer V, led the opening prayer.

### II. CALL TO ORDER

In the absence of the Honorable Secretary and Chairman of the NTA Governing Board, the Honorable Administrator/CEO and Vice-Chairman, presided the meeting. He called the meeting to order at about 2:03 P.M..

### III. DETERMINATION OF QUORUM

The Honorable Administrator asked whether there is quorum for today's meeting. The Corporate Secretary reported that save for the Honorable Secretary/ Chairman of the Board, everyone is present. He then declared that there is a quorum for the 145<sup>th</sup> Regular Meeting of the NTA Governing Board.

### IV. APPROVAL OF THE AGENDA OF THE 145<sup>TH</sup> REGULAR MEETING OF THE NTA GOVERNING BOARD HELD THIS 08 SEPTEMBER 2021 AT THE BOARD ROOM, 3/F BEN-LOR BLDG., 1184 QUEZON AVENUE, QUEZON CITY

1  
2 Moving forward to the approval of the Agenda, the Corporate Secretary  
3 interjected that earlier, the Chairman of the NTA Bids and Awards Committee  
4 (BAC) requested that as an urgent matter, the Recommendation to Award the  
5 Contract to the winning bidders for the project: "Supply and Delivery of Inputs  
6 for the Improved Tobacco Seedling Production In Support of IFOIGAP-TCGS  
7 CY 2021-2021", which was subject of earlier Referendum Resolution by the  
8 Board, be included in the Agenda. Addressing the Members of the Board, the  
9 Hon. Administrator, in reply, moved to include, under Other Matters, the  
10 Approval of the Recommendation for the Award of Contract for the Project  
11 earlier mentioned.

12  
13 In connection with the approval of the Agenda, as amended, Director Casela  
14 moved and Director Quintal seconded the motion, to which the Governing  
15 Board adopted the following resolution, to wit:

16  
17  
18 **RESOLUTION NO. 2086-2021**

19  
20 "BE IT RESOLVED, AS IT IS HEREBY RESOLVED,  
21 that the NTA Governing Board approves the Agenda, as  
22 amended, for the One Hundred and Forty Fifth (145<sup>th</sup>)  
23 Regular Meeting of the NTA Governing Board, held on 08  
24 October 2021, at the Board Room, 3/F Ben-Lor Building,  
25 1184 Quezon Avenue, Quezon City.

26  
27 **UNANIMOUSLY APPROVED.."**

28 -----

29  
30 **V. FOR APPROVAL/CONFIRMATION/CONSIDERATION:**

31  
32 **A. MINUTES OF THE 144<sup>TH</sup> REGULAR MEETING OF THE NTA GOVERNING**  
33 **BOARD HELD ON 16 SEPTEMBER 2021 AT THE AT THE BOARD ROOM,**  
34 **3/F BEN-LOR BLDG., 1184 QUEZON AVENUE, QUEZON CITY**

35  
36 With the Hon. Administrator asking for the motion, Director Quintal moved and  
37 Director Trongco seconded the motion to approve the Minutes of the previous  
38 meeting of the Board. The Governing Board adopted for the purpose the  
39 resolution, as follows:

40  
41 **RESOLUTION NO. 2087-2021**

42  
43 "BE IT RESOLVED, AS IT IS HEREBY RESOLVED, that the  
44 NTA Governing Board approves the Minutes of the One Hundred  
45 and Forty Fourth (144<sup>th</sup>) Regular Meeting of the NTA Governing  
46 Board, held on 16 September 2021, at the Board Room, 3/F Ben-  
47 Lor Building, 1184 Quezon Avenue, Quezon City.

48  
49 **UNANIMOUSLY APPROVED....."**

50 -----

51  
52  
53 **B. MATTERS ARISING FROM THE MINUTES OF THE PREVIOUS MEETINGS:**

54  
55 Moving forward to Matters Arising, the Hon. Administrator introduced the topics  
56 one after the other, as follows:

57  
58 **1. STATUS REPORT ON THE DETAILED ARCHITECTURAL AND**  
59 **ENGINEERING DESIGN (DAED) / FOLLOW-UP /RESULT OF**  
60 **SUBMISSIONS TO ICC/NEDA SECRETARIAT AND DBM**


1  
2 The Hon. Administrator reported that the responsible offices are the OAD  
3 and the DASS. He reported that we already submitted our papers to the  
4 NEDA, which included our comments on the papers we submitted to them.  
5 As of today, too, it has already been submitted to the OP, through the  
6 PMS, the report on the proposed construction of 15 -storey NTA Building,  
7 with commercial facility and penthouse, including the attachments required  
8 by the NEDA. The received copy of the submission, has been furnished to  
9 the Office of NEDA Secretary Chua. All the documents have been  
10 submitted to the DBM, too, for review and approval of funding.

11  
12 The Hon. Administrator expounded further that what actually happened  
13 was that when they submitted to the NEDA, they also gave a copy to the  
14 OP, through the PMS. The NEDA, however, claimed they have not  
15 received their copy. They, therefore, provided the NEDA another copy  
16 with all the set of attachments, as recommended by the PMS. As of  
17 yesterday, everything has been put in order. They will be sending a copy  
18 to OP, which is about 500 pages, so it requires 500 signatures, too. Next  
19 week, we will be knocking on the doors of the DBM and the NEDA to ask  
20 them about the status of our building.

21  
22 The Hon. Administrator ended his report by informing the Board that 90%  
23 of the building had already been paid by the NTA; and, the remaining 10%,  
24 for retention.

25  
26 **2. REPORT/UPDATE ON THE FOLLOW UP WITH AGENCIES RE REQUEST**  
27 **FOR THE STEP: a. RELEASE OF FUNDS BY THE DBM ; b. ENDORSEMENT**  
28 **OF STEP BY THE RDC; c. LEGISLATIVE ENACTMENT/ SUPPORT FOR THE**  
29 **STEP; d. CERTIFICATE OF BALANCE OF TOBACCO FUND BY THE B.O.**  
30 **TREASURY; e. RE-COMPUTATION OF NTA SHARE BY THE BIR**

31  
32 The Hon. Administrator reported that for the release of fund, they received  
33 a letter signed by the Honorable Secretary of the DBM, indicating as  
34 follows:

- 35 a. As to the request for funding from the Special Account,  
36 1) the release from tobacco fund may be requested during the current  
37 year as an additional program, provided that:  
38 a) expenditures are consistent with or authorized under Section 5 of  
39 RA 4155;  
40 b) supported by availability of funds as certified by the national  
41 treasury or the collecting agency; and,  
42 c) requested amount can be accommodated within the national fiscal  
43 position.  
44  
45 2) The DBM recommended, too, that it should be proposed during the  
46 budget preparation process, supported by Certificate of Budget  
47 Inclusion and corresponding Board Resolution, to ensure  
48 predictability and sustainability of funding; and, preventing distortion  
49 in the NG's fiscal program and budget execution.  
50  
51 b. As to the request for Executive Order or legislative support, it is not  
52 within the jurisdiction of the DBM, which, because of fiscal implications  
53 owing to the possible increases in tax share of the LGUs and reduction  
54 of income from importation, recommended that, among others, the  
55 same be coordinated with the Department of Finance. 

56  
57 On the request for endorsement of the RDC, the Hon. Administrator said  
58 he was able to talk with Director Casela yesterday, who promised to take  
59 charge of coordinating with Governor Matthew Joseph Marcos Manotoc of

1 the Province of Ilocos Norte. Letters were, likewise, prepared for other  
2 provinces for their endorsement of the STEP to the RDC.

3  
4 **On the legislative enactment and support for the STEP**, the Honorable  
5 Administrator recalled that the Deputy Administrator for Support Services  
6 had coordinated with the Honorable Deputy Speaker Deogracias Victor  
7 "DV" B. Savellano, who advised we sought for his representation for the  
8 inclusion in the General Appropriation Act for CY 2022, the budget for the  
9 first year of the implementation of the priority programs and projects of the  
10 STEP, amounting to some **PhP5.363Billion**. The Honorable Administrator  
11 reiterated the Honorable Secretary's directive to have the STEP be  
12 approved as a whole package. He said he knew how hard it may be, but  
13 with the support of the President and Senator Bong Go, he was hoping  
14 that before the election ban, this will be approved, including that of the  
15 budget for the NTA building.

16  
17 **On the NTA's share of the Tobacco Fund**, which computation was  
18 noticed to have some errors/issue by the Corporate Secretary, we are still  
19 awaiting for the response of the BIR to our request for re-computation of  
20 NTA's share.


21  
22 **From the Bureau of Treasury**, we received information that the Bureau  
23 will prepare a Journal Entry Voucher (JEV) to transfer the  
24 PhP1,178,952,269.49 from BIR to the NTA's Special Account (151), in  
25 response to NTA's letter-request for the purpose to BIR Commissioner  
26 Cesar Dulay, which was received by the BIR last September 6, 2021.

27  
28 Finance Dept./Budget Chief Reynaldo Aquino has been designated to  
29 follow-up on the above matters, to report update on the status, by the next  
30 meeting.

31  
32  
33 **3. IMPROVEMENT IN THE DOCUMENTATION, REPORTING &**  
34 **CERTIFICATION OF TOBACCO PRODUCTION OF BENEFICIARY**  
35 **LOCAL GOVERNMENT UNITS (LGUs), PURSUANT TO R.A. NOS. 7171**  
36 **& 8240): a. CONSULTATION TO THE PUBLIC AND LGUS; b.**  
37 **SUBMISSION/ PRESENTATION TO THE PROPER BOARD**  
38 **COMMITTEE WITHIN 60 DAYS (28 AUGUST 2021); c. PRESENTATION**  
39 **FOR APPROVAL BY THE GOVERNING BOARD WITHIN 90 DAYS (28**  
40 **SEPT 2021)**

41  
42 The Hon. Administrator asked the Corporate Secretary whether this item  
43 was the one the Board discussed with Atty. Ambros earlier (in the  
44 Committee meeting). The Corporate Secretary affirmed and informed the  
45 Board that Atty. Ambros submitted a new timetable for completion,  
46 requesting extension of one month to be able to prepare and present to  
47 the proper Board Committee. Atty, Ambros asked for the permission of the  
48 Chairman of the Board Committee on Trading Operations and  
49 Regulations, Director Wilson Victorio, who okayed the request.

50 As has been faced with internet connection problem, the Board Committee  
51 Chairman failed to respond to the Hon. Administrator's call. In his stead,  
52 the Corporate Secretary, was asked to provide the summary of Committee  
53 presentation/discussion. The Corporate Secretary informed that the  
54 discussion was quite long that included requiring LGUs to acquire GPS  
55 (Global Positioning System), verification/validation procedure and  
56 computation of volume of production for LGUs. In this regard,, Director  
57 Casela suggested joint geo-tagging and verification by the NTA and LGU  
58 and also a different computation procedure. While the issue on automation  
59 surfaced, issue on the PIV preparation was raised, too, which involves the





1 major buyer, Universal Leaf Philippines Inc. (ULP), which purchased 90%  
2 of production and leaving TransManila Inc. (TMI), 10% of produce.  
3

4 Amidst lengthy discussion, the Corporate Secretary suggested that we  
5 have to allow Atty. Ambros to come-up with the draft, first, to be presented  
6 on October 28 to the Board Committee (Trading Operations and  
7 Regulations), where everyone can comment on and give some  
8 recommendations, to be considered in the finalization, for approval by the  
9 Governing Board.

10  
11 The deadline was October 28, provided however that Atty. Ambros will be  
12 allowed to present to the Board Committee immediately, as soon as the  
13 same shall have been completed, without waiting for the expiration of the  
14 30-day extension.

15  
16 Board Committee Chairman Wislon Victorio okayed the request. There  
17 was no objection from the other members of the Board.  
18

19  
20 **4. STATUS REPORT: EARLY START OF THE PROCESS RELATED TO**  
21 **TRADING/ TRIPARTITE CONFERENCE TO REVIEW / ADJUST FLOOR**  
22 **PRICES OF VARIOUS TYPES OF TOBACCO FOR 2022 & 2023**

23 **a. PROVINCIAL CONSULTATIVE CONFERENCES IN AUGUST; AND,**  
24 **TO CULMINATE INTO THE**

25 **b. NATIONAL TRIPARTITE CONFERENCE IN OCTOBER (LATEST)**  
26

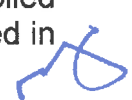
27 Moving forward to the topic on the Tripartite Conference, it was reported that  
28 the activity has been faced with the same constraint as that of the  
29 documentation system project. Regulation Manager Atty. Ambros, therefore,  
30 submitted a new action plan and timetable requested the Board Committee  
31 Chairman Wilson Victorio for permission of the new timetable.

32  
33 At this point, the Hon. Administrator asked the OIC /DAOP whether the  
34 Deputy Speakers, Congressman DV Savellano and Congresswoman  
35 Singson-Mejan can join/attend the Tripartite Conference. The OIC/DAOP  
36 replied, it depends on the Hon. Administrator. It may be noted they were  
37 invited every time.  
38

39 The Hon. Administrator then threw the question to the Members of the Board.  
40 Director Casela recalled that during the time of former Administrator Siapno,  
41 there were politicians present during the Tripartite Conference but "the  
42 decision lies on us". He then asked whether to tell the private sector in  
43 connection with their attendance because seemingly, there is pressure on the  
44 part of the politicians on the traders with respect to the determination of the  
45 prices for tobacco.  
46

47 With the Hon. Administrator asking for other comments, as there is no final  
48 decision (yet), Director Casela referred to the traders group as to their  
49 decision whether they will allow or approve for the presence of some  
50 politicians on the tripartite conference.  
51

52 When the Hon. Administrator decided to leave the matter in the meanwhile,  
53 for "their" discussion, Director Casela suggested that maybe the Committee  
54 Chairman on Trading Operations and Regulations, Director Victorio, can  
55 have an initial discussion with the traders. The Hon. Administrator replied  
56 maybe, we will get a report from him, a summarized report to be discussed in  
57 the next Committee Meeting.  
58





1 At this juncture, the Corporate Secretary presented the Action Plan and  
2 timetable earlier submitted/discussed during the Committee Meeting, as  
3 follows:  
4

- 5 ❖ **October 11-14, 2021 – simultaneous conduct of Local Consultative**  
6 **Conferences to come up with cost of production (COP) for the various**  
7 **tobacco types, with the selected farmer leaders (FLs) and**  
8 **representatives(Reps) from the National Federation of Tobacco**  
9 **Farmers Associations and Cooperatives (NAFTAC), at the NTA Branch**  
10 **Offices (BOs), as follows:**

11  
12 **COP Virginia - NTA BO's of Ilocos Norte, Ilocos Sur- Vigan, Ilocos**  
13 **Sur – Candon, La Union**

14  
15 **COP Burley - NTA BO's of Ilocos Sur – Candon, La Union,**  
16 **Pangasinan and Isabela**

17  
18 **COP Native - NTA BO's of La Union and Cagayan**

- 19  
20 ❖ **October 21, 2021 - Pre-Tripartite Farmers Consultative Conference on**  
21 **Unified Cost of Production (UCOP) for all tobacco types at the NTA**  
22 **Central Office, via virtual platform.**

23  
24 This will be conducted by the **Overall Committee and Technical**  
25 **Working Groups (TWGs)** for Virginia, Burley and Native, with selected  
26 **FLs and NAFTAC Reps**, to come up with a **Unified Cost of Production/**  
27 **Position Papers** for various tobacco types, to consist of the following  
28 outputs:

- 29  
30 • **Unified cost of production (UCOP) per hectare;**  
31 • **Yield per hectare; and,**  
32 • **Grade Distribution.**

33  
34 **UCOP -Virginia – Selected FLs and NAFTAC Reps from Ilocos Sur-**  
35 **Vigan and Ilocos Sur-Candon**

36  
37 **UCOP- Burley - Selected FLs and NAFTAC Reps from La Union**  
38 **and Pangasinan**

39  
40 **UCOP- Native – Selected FLs and NAFTAC Reps from Cagayan**  
41 **and La Union**

- 42  
43 ❖ **NOVEMBER 10 -11, 2021 – 2021 Tobacco Tripartite Conference to**  
44 **review and adjust:**

- 45 • **Floor Prices for Virginia Tobacco;**  
46  
47 • **Floor prices for burley tobacco; and,**  
48  
49 • **Floor prices for native tobacco,**

50  
51 **Effective for Tobacco Trading Years 2022 and 2023.**

52  
53 This will be conducted by the **Executive Committee**, with the **NTA**  
54 **Governing Board, Administrator/CEO, NAFTAC Reps, selected FLs,**  
55 **Private Sector, Buying Station Managers/Representatives** and other  
56 guests

57  
58 During the Committee Meeting, Director Casela commented that with  
59 respect to the Tripartite Conference, it is hard to admit the **unpleasant**  
60 **events** that happened during the last Tripartite Conference, that negated

1 its purpose. That must be avoided. NTA must have all the necessary data  
2 and information and must be in a position to break the impasse. NTA  
3 must exercise its regulatory authority/function.  
4

5 Atty. Ambros replied "yes" and said "This is the reason that this early, the  
6 necessary committees and working groups have been constituted to be  
7 able to undertake the necessary preparations".  
8

9 He ended by saying that the Special Orders have been prepared and  
10 ready for signature by the Administrator.  
11

12 (Board Committee Chairman Wilson Victorio okayed the request. There  
13 was no objection from the other members of the Board.)  
14

15  
16 **5. STATUS REPORT: COORDINATION WITH THE LOCAL GOV'T UNITS**  
17 **ON THEIR SPECIFIC REQUIREMENTS, SUBJECT OF**  
18 **COLLABORATION WITH NTA ON THE USE OF ITS KADIWA NI ANI**  
19 **AT KITA FOOD PROCESSING CENTER:**

- 20 a. MUNICIPAL GOV'T OF NARVACAN, C/O HON. VICE-MAYOR  
21 PABLITO SANIDAD; AND,  
22 b. PROVINCIAL GOV'T OF ILOCOS SUR, C/O HON. BM EFREN  
23 RAFANAN AND DR. NESTOR DOMENDEN  
24


25 Introduced by the Hon. Administrator, Dir. Quintal informed that with  
26 regards to the request of PGIS for the services of Kadiwa ni Ani at Kita,  
27 they had not returned back to appeal to us, despite the fact that he texted  
28 Vocal Rafanan for several times. Director Quintal asked him if ever PGIS  
29 is still interested to use our cold storage at Narvacan, but has not replied  
30 back, through text or call, until now. He explained that together with Dr.  
31 Crisologo, they will sit with them so that they can formulate the MOU that  
32 will indicate the responsibility of the NTA and PGIS on their usage of our  
33 warehouse for our cold storage. As Ilocos Sur maybe faced with a problem  
34 of ASF, we would like that the PGIS make use of our services. The  
35 problem however is that they are not following it up. We have submitted a  
36 report dated October 5, signed by the 3 of us.  
37

38 The Hon. Administrator said Dr. Crisologo is here, he can just provide an  
39 updated report for the Board to discuss later. We note that the politicians  
40 are busy right now because it is a "filing week".  
41

42 Director Quintal added that NTA could also assist them in the marketing  
43 problem, because according to the DAOP, there is a PhP10M coming from  
44 DA, to be used for buying of hogs, to be processed and transported to the  
45 DA /CO, at the AMAS.  
46

47 Should they reiterate their desire, they should us call up, to discuss about  
48 power use and transportation of live hogs, following protocol arrangement  
49 amidst ASF. Responsibilities have to be defined and established before  
50 we sign. These should be included in the proposal for the use of our  
51 facility.  
52

53 The Hon. Administrator concluded, "let us just wait for the PGIS for their  
54 action, then update the Central Office".  
55

56  
57 **C. APPROVAL OF THE REQUEST OF MANAGEMENT FOR AUTHORITY TO**  
58 **PURCHASE/ CONDUCT OF BIDDING FOR THE AGRICULTURAL**  
59 **SUPPLIES/ MATERIAL INPUTS REQUIREMENT OF THE IFOIGAP-**  
60 **TOBACCO CONTRACT GROWING SYSTEM (TCGS) FOR CY 2021-2022"** 

1  
2 The Hon. Administrator called on Director Quintal, as the Board Committee  
3 Chairman on Research and Extension, to present the summary of discussion  
4 and recommendation. Director Casela, however, interjected, he thinks the  
5 appropriate presenter for the item would be the DAOP or the Chairman of the  
6 BAC and not Director Quintal, who is not aware of the requirement.  
7

8 (The format was thought of pursuant to earlier instruction by the Honorable Secretary that when  
9 the item/agenda has already been discussed (in the committee meeting), what is needed is just  
10 to report the summary of discussion, issues and resolution and recommendation, to expedite  
11 decision/action.  
12

13 In line with instituting active, dynamic information/consultation, as earlier determined to become  
14 part of official procedure, proponents will be advised to discuss/provide a briefing to the proper  
15 board committee/chairman concerned, who, supposedly, as may have been proved okay and  
16 /or given due recommendation for enhancement, will discuss, sponsor and/or champion same  
17 during the meeting of the Governing Board. We can start and improve on the process.)  
18

19 The Hon. Administrator then allowed the OIC/DAOP to discuss the proposal.  
20

21 The OIC/DAOP explained that during the Committee Meeting, the request for  
22 authority to purchase raw material inputs has been discussed lengthily. The  
23 request has been anchored on the fact that the **tobacco season is already**  
24 **around and they need to preposition the material inputs to the**  
25 **destinations**, at least one week, as they have presented during the previous  
26 meeting. The DAOP presented the **summary of the material inputs** to be  
27 purchased during the tobacco season, amounting to **PhP106,882,900.00**  
28 **million**. Our purchasing of material inputs early will give advantage to our  
29 tobacco farmers and the Agency as well. So with the presentation, the  
30 Operations group is seeking clearance for the purchase of the material inputs  
31 needed by the project.  
32

33 Director Casela asked the OIC/DAOP **whether the proposed fund, as**  
34 **presented, would be enough to provide for the material inputs for the**  
35 **number of farmers within the organized block farms/farm clusters**. The  
36 OIC/DAOP replied that the agreement with the Branch Managers, in  
37 **consideration of the limited fund, is to adjust the area and the cash inputs**  
38 **needed. For the material inputs, the requirements were okay (fully met).**  
39

40 Director Casela requested that all material/farm inputs, particularly fertilizers,  
41 insecticides, required under the project, should pass all the inspection and have  
42 certification from the Fertilizer and Pesticide Authority, for tobacco. The  
43 OIC/DAOP said his understanding is that certain fertilizers that are marketed,  
44 have already a clearance from the FPA.  
45

46 Regarding Certification, Atty. Ambros stated that in their invitation to bid, part of  
47 the requirement for all the fertilizers to be supplied, is the submission of FPA  
48 certification. They have been doing this for the last ten years. Director Casela  
49 inquired whether that was done to Plumex. Atty. Ambros replied, he thought it  
50 has undergone protocol research of the NTA. Asked whether has there been a  
51 certification from the NTA, Atty. Ambros assured Director Casela there is. With  
52 Director Casela asking for a copy, Atty. Ambros said, that will be verified upon  
53 submission of their bid documents.  
54

55 With the strict discussion from the Committee, the Hon. Administrator asked for  
56 a motion to approve, to which Director Casela moved and Director Quintal  
57 seconded the motion to approve the request of Management for the conduct of  
58 bidding for the agricultural supplies for the production inputs, for which purpose  
59 the Governing Board adopted the following resolution:  
60  
61

**RESOLUTION NO. 2088 -2021**

“BE IT RESOLVED, AS IT IS HEREBY RESOLVED, that the NTA Governing Board approves the request of Management for Authority to Purchase / Conduct Bidding for the Project: **“Supply and Delivery of Fertilizer, CPA and Suckeride requirements for use in the IFOIGAP-Tobacco Contract Growing System CY 2021-2022, in Regions I, II and CAR”**, with the Approved Budget for Contract (ABC) in the amount of Philippine Pesos One Hundred Six Million, Eight Hundred and Eighty Two Thousand and Nine Hundred (Php106,882,900.00). Provided, however, that all **agricultural inputs have passed the efficacy tests and are duly certified by the Fertilizer and Pesticide Authority (FPA) for their application to tobacco.**

**UNANIMOUSLY APPROVED.....”**  
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**D. CONFIRMATION OF SIXTEEN (16) APPLICANTS TO VACANT PLANTILLA POSITIONS, AFTER COMPLIANCE WITH THE REPUBLICATION/RE-POSTING REQUIREMENT**

The Hon. Administrator, as the Chairman of the Board Committee on Nomination, Remuneration and Personnel Administration, presented the applicants for consideration and approval by the Governing Board.

The Hon. Administrator informed that the list of candidates for every plantilla position to be filled-up at NTA, as short listed, had been deliberated upon and approved by the Committee on Nomination, Remuneration and Personnel Administration. The shortlisted candidates had undergone a thorough recruitment and selection process, undertaken by the NTA Selection Process, Merit and Selection Board, as required by the CSC. Finally, based on documents submitted, evaluation made by the HR is in order and in compliance with the rules on appointments and other HR actions for the Ora-Ora. The shortlisted candidates include the following:

- ❖ For the position of TPRO I, with SG 11, with 6 number of vacancies namely: Vanessa De La Cruz, Julius Cesar Briones, Cristy Gabayan, Marvin Gambala, Nick Angelo Natividad and Harvin Lumbania.

The vacant plantilla positions have been previously published in the CSC and NTA websites. The same have been re-published and re-posted, however, in spite of re-publishing and re-posted no applicants filed, except for the shortlisted applicants earlier mentioned.

- ❖ For the position of Administrative Officer V, with SG 18, with one vacancy, namely, Teodoro Benitez and Garnet Belor. Mr. Benitez, with the top average score, is being recommended for the position.
- ❖ For the position of Agriculturist I, SG 11, with 2 vacancies, the applicants are Laura Avelita, Wesley Taleb, Elma Bayading, Melissa Sumaoi, John Rey Ramos, Michaela Bagal and Daniel Roy Siababa. Again, Ms. Avelita and Mr. Salaem, having obtained the highest total average score, are being recommended for the position.





1 ❖ For the position of TPRO, with SG 11, with 6 total vacancies, there were  
2 seven (7) applicants namely: Jessica Isneg, Leonard Manglanlan, Elma  
3 Bayading, Elisa Sumaoi, John Rey Ramos, Michaela Pagal, and Daniel  
4 Siyaepapa.  
5

6 The six (6) applicants with the highest average score, namely: Ms. Isneg, Mr.  
7 Manglanlan, Ms Bayading, Ms. Somaio, Mr. Ramos and Ms. Pagal, are being  
8 recommended for the position.  
9

10 ❖ Lastly, for the position of Driver II, with SG 4, with one vacancy, the lone  
11 applicant, Roberto Abella, is recommended for the position.  
12

13 The Hon. Administrator emphasized that despite of the repeated publications/  
14 re-posting, there were really no applicants to the various positions. So that they  
15 already became familiar with the names of the applicants which they evaluated  
16 so many times. These applicants may be lucky because nobody applied. In  
17 consideration of the foregoing, the Hon. Administrator, being Chairman of the  
18 Committee, most respectfully requested for the approval of the recommended  
19 applicants to their respective plantilla positions, so that they can move forward  
20 to hire again and finish filling up all the vacant positions, lest they, in the next  
21 budget hearing, be asked by the Senators, why there are still many vacant  
22 positions. The Hon. Administrator said it is high time to fill-up applicant these  
23 different positions.  
24

25 At this juncture, Director Casela responded that with all the deliberation in filling-  
26 up these vacant positions, he moved for the confirmation of the 16 applicants,  
27 after compliance with the re-publication, re-posting requirement and, of course,  
28 with the diligence and integrity of the Selection Board in the selection  
29 procedure. Director Quintal seconded the motion.  
30

31 For the purpose, the NTA Governing Board adopted the following resolution,  
32 to wit:  
33

34 **RESOLUTION NO. 2089-2021**

35  
36 **“BE IT RESOLVED, AS IT IS HEREBY RESOLVED,** that the  
37 NTA Governing Board confirms the appointment of the sixteen (16)  
38 top candidates for the vacant plantilla positions, as recommended  
39 by the Administrator/CEO, for the different offices, as follows:  
40

41 **A. For Candon Branch Office:** Six (6) vacancies in the Tobacco  
42 Production and Regulation Officer (TPRO) I positions, Salary  
43 Grade (SG) 11, namely:  
44

- 45 1. **VANESSA J. DELA CRUZ;**
- 46 2. **JULIUS CAEZAR G. BRIONES;**
- 47 3. **CRISTY V. GABAYAN;**
- 48 4. **MARVIN B. GAMBALA;**
- 49 5. **NIC ANGELO A. MASIGLAT; and,**
- 50 6. **HARVIN HERALD L. LUMBANIA.**

51  
52 **B. For Isabela Branch Office,** lone vacancy in the Administrative  
53 Officer V position, SG 18, to wit:  
54

- 55 1. **TEODULO B. BENITEZ, JR.**

56  
57 **C. For Vigan Branch Office:**

58 **a. two (2) vacant Agriculturist I positions, SG 11, to wit:**

- 59 1. **LAURA B. ABELITA; and,**
- 60 



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2. WESLEY M. SALEM.

b. six (6) vacant TPRO I positions, SG 11, namely:

- 1 JESSICA T. ISNEC;
- 2 JONARD C. MANGLAL-LAN;
- 3 ELMA S. BAYADING;
- 4 MELISSA P. SUMAO-I;
- 5 JOHNLEY E. RAMOS; and,
- 6 MICA ELLA G. PAGAL.

D. For Central Office/Administrative Department, lone vacancy in the Driver II position, SG 4, namely:

1. ROBERTO P. ABELLA.

UNANIMOUSLY APPROVED....."

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VI. OTHER MATTERS

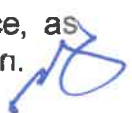
A. APPROVAL OF THE RECOMMENDATION FOR THE AWARD OF CONTRACT FOR THE PROJECT: "SUPPLY AND DELIVERY OF SEEDBED MATERIALS FOR THE PROJECT: IMPROVED TOBACCO SEEDLING PRODUCTION CY 2021 IN SUPPORT OF THE IFOIGAP-TCGS CY 2021-2022"

Introduced by the Hon. Administrator, the BAC Chairman, Atty. Ambros presented to the Board, the Recommendation for the Award of Contract for the Project: Improved Tobacco Seedling for CY 2021, which, he said, is divided into 2 lots. The first one is operating assets, consisting of cacha, seedling tray and black plastic; and, the second one, fungicide, Insecticides and Fertilizers. Both lots have lone bidder, namely Marabe Enterprises and Leads Agricultural Products Corporation, for lot 1 and lot 2, respectively.

After opening of bids, last October 5, 2021, both bidders passed our eligibility check and financial requirements. Yesterday, the post qualification was conducted. Reportedly, they were able to verify the sample of their goods and the BAC had already passed the Resolution recommending for the approval of the award to Marabe Enterprises for lot 1, with the bid amount PhP5,647,393.00, which is below the ABC of PhP 6,582,000.00; and then, for lot 2, to Leads Agricultural Products Corp, with the bid amount of PhP2,533,475.00, against the ABC of PhP2,611,830.00.

For the total ABC of PhP9,193,830.00 for the 2 lots, the bid amount is only PhP8,180,860.10. The BAC said they were happy to report that they have a savings of PhP1,012,961.90, with the conduct of the public bidding. They are now submitting their recommendation for the approval of the award in favor of Marabe Enterprises for lot 1 and Leads Agricultural Enterprises Corp. for Lot 2.

With the Hon. Administrator thanking the BAC Chairman and asking for any comment or discussion, Director Casela commented that considering the availability, they already have to fast track the purchase of materials mentioned, as needed by the project to make the seedlings available on time. In this regard, Director Casela moved for the approval of the award to be given to the two winning bidders that offered to NTA the lowest price, as evidence, conducted by the BAC. Director Trongco seconded the motion.



1 The NTA Governing Board, therefore, adopted the following resolution for the  
2 purpose:  
3  
4  
5

6 **RESOLUTION NO. 2090-2021**  
7

8 **“BE IT RESOLVED, AS IT IS HEREBY RESOLVED,** that  
9 the NTA Governing Board approves the Recommendation of  
10 Management for the Award of Contract for the Project: “Supply  
11 and Delivery of Seedbed Materials for the Project: Improved  
12 Tobacco Seedling Production CY 2021, in support of the  
13 IFOIGAP- Tobacco Contract Growing System (TCGS) CY 2021-  
14 2022”, in favor of the following lone bidders to the different lots,  
15 as follows:  
16

17 **A. For Lot 1–Operating Assets (Cacha, Plastic Trays, Black Plastic)**  
18

19 BIDDER : MARABE ENTERPRISES  
20 BID AMOUNT : PhP5,647,393.00  
21

22 **B. For Lot 2- Seedbed Supplies(Fungicide, Insecticides, Fertilizers)**  
23

24 BIDDER : LEADS AGRICULTURAL PRODUCT CORPORATION  
25 BID AMOUNT : PhP2,533,475.10  
26

27 **UNANIMOUSLY APPROVED.....”**  
28 -----  
29

30  
31 Atty. Ambros informed that the suppliers are just waiting for the Notice of  
32 Award and then, they can deliver anytime next week.  
33

34 Director Casela affirming “Yes”, the preparation for approving the winning  
35 bidders, for them to affix their signature, confirming the approval, is now  
36 the responsibility of the Corporate Secretary.  
37

38 The Hon. Administrator concluded, we have to approve this right away, as  
39 this is urgently needed because tobacco season is now here.  
40  
41

42 **B. PROPOSED SCHEDULE FOR THE 106<sup>TH</sup> SPECIAL BOARD MEETING:**  
43 **21 OCTOBER 2021 (2:00 PM)**  
44

45 With the Hon. Administrator asking for comment, Director Casela said  
46 none for said date and that the day before will be the Committee Meeting,  
47 which the Hon. Administrator said, will be on October 20, at 9:00 AM.  
48  
49

50 **C. CONTINUING DISCUSSION ON THE TRIPARTITE CONFERENCE**  
51

52 Director Casela wanted to be clarified whether or not the conduct of the  
53 Conference will be virtual or face to face.  
54

55 The Hon. Administrator replied he believes in the Branch Offices. He gave  
56 them the discretion on the conduct of the conference. They should  
57 exercise that discretion, whether to go virtual or face to face.  
58

1 In Manila, however, the Hon. Administrator strongly suggested to go  
2 virtual. He said that the Delta variant is really active and just this  
3 morning, a staff have been tested/found positive.  
4

5 Director Casela asked how the farmer-representatives, attending the  
6 Tripartite Conference proper, will be grouped, if we go virtual. Atty.  
7 Ambros informed that they recommended for the farmers-representatives  
8 to go to their respective Branch Offices, where they will be joining virtually.  
9

10 Director Casela expounded it is actually a clamor, how will tobacco farmer  
11 in each branch confer with this matter, before and during the Tripartite  
12 Conference, because there must be active consultation with / among  
13 farmer-leaders with respect to the stand of the farmers regarding the  
14 prices for their tobacco.  
15

16 Pertaining to Director Casela's concern, the OIC/DAOP explained that  
17 since there were only few of them to participate, what the Operations  
18 group have talked about was: for the farmers to be at the branch offices,  
19 where there is a lot of space, they can observe health protocol/social  
20 distancing, there is also a very big screen they can use and they can  
21 discuss thoroughly the cost of production and come up with their position.  
22 At the national level, the representative of the branch can continue to  
23 participate in the discussion.  
24

25 With Director Casela's recalling earlier dilemma whether Management  
26 would allow politicians to attend virtually, the Hon. Administrator reiterated,  
27 his earlier stand to leave the matter at the pleasure of the members of the  
28 Board, who he asked earlier whether to allow Deputy Speakers DV  
29 Savellano and Christine Singson-Mejan, to attend/join the Conference, as  
30 they were asking the Hon. Administrator this morning, to which he  
31 respectfully replied he will refer the matter to the Board. So, this is what  
32 the Hon. Administrator is specifically asking them at this point.  
33

34 Initially from the good Directors from Ilocos Sur, as asked by Director  
35 Casela, Director Quintal said that inasmuch as it is pandemic, involving  
36 health protocols, it may be possible, as it is virtual, initially. Director Serna  
37 said, as far as he is concerned, it is more welcome, since the meeting is  
38 virtual. They also have to know what is happening to NTA.  
39

40 Asked by the Hon. Administrator for his suggestion, Director Martinez said  
41 he will be going with the decision of the group, as he has none to suggest  
42 on the matter. Director Trongco said they need to attend. At least they can  
43 help, especially during the time, just like last year, when nobody wanted to  
44 stand from among the farmers.  
45

46 The Hon. Administrator acknowledged the different comments and  
47 suggestions of the Directors, especially that of Director Serna, for the  
48 representations to know what are we doing here and be very well informed  
49 of all the programs and projects, the bottom-line of which is the welfare of  
50 our tobacco farmers so, we are all here to welcome them.  
51

52 Director Casela expressed he agrees with the representation attending the  
53 Tripartite Conference, as mentioned by Director Serna. Anyway, our  
54 invitation letter will indicate that it will be "virtual". To the possibility that  
55 they will be requesting "face to face", the Hon. Administrator strongly  
56 suggested that the meeting will be done virtually, as we really do not know  
57 our "enemy".  
58

59 To the OIC/DAOP's query whether the Offices of Cong. DV Savellano and  
60 Cong. Christine Mejan will participate on the discussion of the cost

1 production, which is about to start by Monday, the Hon. Administrator  
2 directed that they should prepare a letter indicating the activities and  
3 schedules and it will be up to them to decide where they will participate –  
4 whether from the pre-tripartite or at the national tripartite only.  
5

6 Atty. Ambros suggested we invite them first at the branch offices, for the  
7 pre-tripartite and the tripartite proper. The OIC/DAOP, however, opined  
8 that the representatives be invited on the October 21, when the farmer  
9 leaders, based on the outputs at the branch office level, will arrive at a  
10 unified stand on the cost of production and other position.  
11

12 The Hon. Administrator concluded the discussion saying that anyway the  
13 letters they will prepare will be reviewed by our lawyers.  
14

15  
16 **VII. ADJOURNMENT**

17  
18 With the above ending statement, the Hon. Administrator asked for a motion  
19 to adjourn. Director Trongco moved and Director Casela seconded the motion  
20 to adjourn the meeting.  
21

22 The Honorable Administrator officially adjourned the meeting at 3:43 PM.  
23

24 -----

25  
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27 **PREPARED AND CERTIFIED CORRECT:**

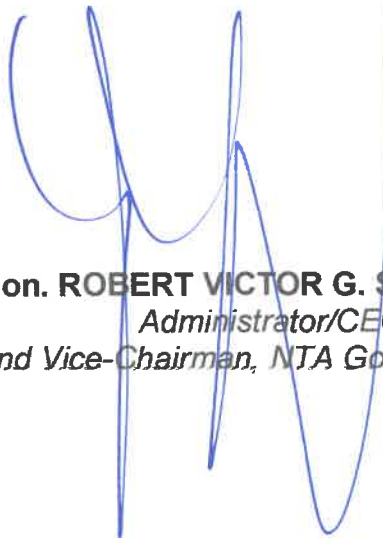
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32 **REX ANTONIO P. TEOXON**  
33 Board Secretary V  
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36 **ATTESTED:**

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42 **Hon. WILLIAM D. DAR, Ph.D.**  
43 Secretary, Department Agriculture  
44 and Chairman, NTA Governing Board  
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52 **Hon. ROBERT VICTOR G. SEARES, JR.**  
53 Administrator/CEO  
54 and Vice-Chairman, NTA Governing Board  
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58 DEPARTMENT OF AGRICULTURE  
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**Hon. JESSE PAT M. SERNA**  
*Appointive Director, Tobacco Manufacturing Sector*



**Hon. WILFREDO C. MARTINEZ**  
*Appointive Director, Tobacco Farmers Sector*



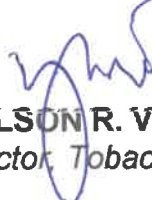
**Hon. NESTOR C. CASELA**  
*Appointive Director, Academic Community Sector*



**Hon. TEOFILO R. QUINTAL**  
*Appointive Director, Tobacco Farmers Sector*



**Hon. DANILO C. TRONGCO**  
*Appointive Director, Tobacco Farmers Sector*



**Hon. WILSON R. VICTORIO**  
*Appointive Director, Tobacco Traders/Exporters Sector*

rapt101821



Republic of the Philippines  
**DEPARTMENT OF AGRICULTURE**  
**NATIONAL TOBACCO ADMINISTRATION**

3<sup>rd</sup> & 4<sup>th</sup> Floors, Ben-Lor Building, 1184 Quezon Ave., Quezon City  
(02) 8374-3987 / Fax. No. (02) 8374-2505 / website: nta.da.gov.ph  
**ISO 9001: 2015 QMS-CERTIFIED**

**OFFICE OF THE NTA GOVERNING BOARD**

**MINUTES OF THE ONE HUNDRED AND FORTY SIXTH (146<sup>TH</sup>) REGULAR  
MEETING OF THE NTA BOARD OF DIRECTORS, HELD AT THE BOARD ROOM,  
3/F BEN-LOR BLDG., 1184 QUEZON AVENUE, QUEZON CITY  
08 NOVEMBER 2021**

**PRESENT:**

<b>USEC LEOCADIO S. SEBASTIAN, PhD.</b>	-	Chief of Staff/Representing the DA Secretary and Chairman of the Board
<b>Adm. ROBERT VICTOR G. SEARES, JR.-</b>	-	Vice-Chairman of the Board and Administrator/CEO
<b>Dir. JESSE PAT M. SERNA</b>	-	Member, Manufacturing Sector
<b>Dir. NESTOR C. CASELA</b>	-	Member, Academic Community Sector
<b>Dir. WILFREDO C. MARTINEZ</b>	-	Member, Tobacco Farmers Sector
<b>Dir. TEOFILO R. QUINTAL</b>	-	Member, Tobacco Farmers Sector
<b>Dir. DANILO C. TRONGCO</b>	-	Member, Tobacco Farmers Sector
<b>Dir. WILSON R. VICTORIO</b>	-	Member, Trader/Exporter Sector
<b>Others Present:</b>		
<b>ENGR. CESARIO G. SAMBRANA</b>	-	OIC/Deputy Admin. for Operations
<b>Atty. JUN FRED V. PARADO</b>	-	Legal Officer V, Office of the Admin.
<b>Ms. FORTUNA C. BENOSA</b>	-	Manager, Corplan Department
<b>ATTY. ROHBERT A. AMBROS</b>	-	Manager, Regulation Department
<b>Ms. DINAH E. PICHAY</b>	-	Manager, Internal Audit Service
<b>Ms. PERLA C. MANZON</b>	-	HRM Officer V, Admin Department
<b>Mr. RAMON R. MUNCAL</b>	-	Stenographer III
<b>Mr. REX ANTONIO P. TEOXON</b>	-	Board Secretary V

**HIGHLIGHTS OF THE MEETING**

**I. OPENING PRAYER**

Atty. Jun Fred V. Parado, OAD/Legal Officer V led the opening prayer.

**II. CALL TO ORDER**

The Undersecretary Designate and Chief of Staff (COS), Leocadio S. Sebastian, Ph.D., CESO I, representing the Secretary and Chairman of the NTA Governing Board, William D. Dar, Ph.D., called the meeting to order at about 2:00 P.M.

**III. DETERMINATION OF QUORUM**

The Corporate Secretary declared that will all the members present, there is a quorum for the 146<sup>th</sup> Regular Meeting of the NTA Governing Board. In this regard, he acknowledge the presence of the Hon. Vice-Chairman of the NTA Governing Board, Robert Victor G. Seares, Jr. and Hon. Members of the Board of Directors, Directors Nestor C. Casela, Teofilo R. Quintal, Jesse Pat M. Serna, Wilfredo C. Martinez, Wilson R. Victorio and Danilo C. Trongco

1 **IV. APPROVAL OF THE AGENDA OF THE 146<sup>th</sup> REGULAR MEETING OF THE**  
2 **NTA GOVERNING BOARD HELD THIS 08 NOVEMBER 2021 AT THE BOARD**  
3 **ROOM, 3/F BEN-LOR BLDG., 1184 QUEZON AVENUE, QUEZON CITY**

4  
5 Moving forward to the approval of the Agenda, the COS asked for any comment or  
6 a motion, to which Director Quintal moved and Director Trongco seconded the  
7 motion to approve.

8  
9 The Governing Board therefore adopted the following resolution, to wit:

10  
11 **RESOLUTION NO. 2091-2021**

12  
13  
14 "BE IT RESOLVED, AS IT IS HEREBY RESOLVED, that  
15 the NTA Governing Board approves the Agenda for the One  
16 Hundred and Forty Sixth (146<sup>th</sup>) Regular Meeting of the NTA  
17 Governing Board, held on 08 November 2021, at the Board  
18 Room, 3/F Ben-Lor Building, 1184 Quezon Avenue, Quezon  
19 City.

20  
21 **UNANIMOUSLY APPROVED.."**  
22 -----

23  
24 **V. FOR APPROVAL/CONFIRMATION/CONSIDERATION:**

25  
26 **A. MINUTES OF THE 145<sup>TH</sup> REGULAR MEETING OF THE NTA GOVERNING**  
27 **BOARD HELD ON 08 OCTOBER 2021 AT THE AT THE BOARD ROOM, 3/F**  
28 **BEN-LOR BLDG., 1184 QUEZON AVENUE, QUEZON CITY**

29  
30 Moving forward to the approval of the Minutes, the COS reminded that any  
31 member of the Board can still submit correction in the Minutes, within five days  
32 from today's meeting.

33  
34 He then asked for the motion to approve the Minutes of the previous Board  
35 Meeting, to which Director Casela moved and Director Quintal seconded the  
36 motion. The Governing Board adopted for the purpose the resolution, as follows:

37  
38 **RESOLUTION NO. 2092-2021**

39  
40 "BE IT RESOLVED, AS IT IS HEREBY RESOLVED, that the  
41 NTA Governing Board approves the Minutes of the One Hundred and  
42 Forty Fifth (145<sup>th</sup>) Regular Meeting of the NTA Governing Board, held  
43 on 08 October 2021, at the Board Room, 3/F Ben-Lor Building, 1184  
44 Quezon Avenue, Quezon City.

45  
46 **UNANIMOUSLY APPROVED....."**  
47 -----

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49  
50 **B. MATTERS ARISING FROM THE MINUTES OF THE PREVIOUS MEETINGS:**

51  
52 With the COS moving forward to Matters Arising, the Hon. Administrator  
53 introduced the topics one after the other, as follows:

54  
55 **1. STATUS REPORT: DETAILED ARCHITECTURAL AND ENGINEERING**  
56 **DESIGN (DAED)/ FOLLOW-UP/RESULT OF SUBMISSIONS TO**  
57 **ICC/NEDA SECRETARIAT AND DBM**

58  
59 It may be noted that NTA has already complied with all the submission  
60 requirements to the OP and the ICC/NEDA.



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In our follow-up, ICC/NEDA has similar response with the DBM's pertaining to our STEP program, together with our building.

**DBM reiterated earlier advice for NTA to submit funding request during the regular budget preparation stage, to ensure predictability, sustainability and prevent distortion of fiscal management program. DBM said funding will be available only by 2023.**

Pertaining to our building, we had been confronted with an issue with Senator Villar, why should NTA construct a building when it has been faced with an issued with he farmers. We therefore has to wait for DBM's response on the matter (re NTA building).

The COS inquired, with Senator Villar's comment, did she require any action from NTA. The Administrator responded none. Last year, however, upon seeing that our building was in the NEP, she said NTA should not have constructed its building at this time, when the farmers are in need. The Administrator concluded, the Senator may have not been informed that the NTA building was already demolished.

The COS responded, since Senator Villar's comment has no action, why not continue with your plan.

The Administrator agreed. This is the reason why he is working closely with the OP, DBM and DOF. Among them, it is OP that is actually helping on matters of funding. The Administrator revealed that at this point, there is an Option B, to can ask funds from the DPWH, for the construction of the building. He thought, however, he will need a Board Resolution for the purpose, therefore, he asked the Board to give him said Resolution.

The Administrator added, if the DBM will say that NTA will not be allowed to spend the money for the building, what will NTA do with that piece of land intended for that 15-storey building.

The COS verified whether there was already an initial funding for the building. The Administrator informed, only for the demolition of the building amounting to Php2.5M and that for the DAED, amounting to Php77M, that was provided by the DBM through the NEP.

The Administrator expounded, what was actually requested was Php1.275B, from RA 4155. This was included in the certificate of budget inclusion. If the Senate however will come to know about it, they may not allow it, on the basis of the DBM's comment that construction of building is not a priority at the moment. The Administrator, however, begged to disagree because there is a lot of constructions at the moment he said.

The funds from RA 4155 are really intended for the farmers. They may ask NTA therefore how the farmers will benefit from the construction of the building, so that NTA can add the budget for 2023. The Administrator continued, they were just waiting for the response from the DBM with the help of the OP.

In the meanwhile however we are making a parallel move, that of sourcing the funding for the building from the DPWH.

The COS asked what resolution does the Administrator need from the Board.



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The Administrator said maybe for the initial funding for the construction under the DPWH, so as not to loss/shift the momentum, since demolition had been completed, DAED had been okayed and everyone is expecting that the building will now be erected, even just with its four pillars, just to start with. It is a multi-year program, say a 5- year program, NTA can start now then ask from the nep again for 2023.

The COS acknowledged the good initiative of the Administrator, who said yes so that we need not wait for DBM's response, NTA can have another option.

The Administrator informed that they had just a meeting with DOF, where he informed them that the tobacco industry is still alive. They had this perception that it will collapse and it seemed it was what the Secretary Dominguez like. It is just that we are waiting for the response on the STEP, with the help of Senator Bong Go and OP.

The COS asked for any comment from the Board, after saying that the effort of the Administrator was very beneficial.

Director Casela informed he endorsed to the members of the committee, Madam Apostol, and endorsed to Administrator for them to talk. With respect to the STEP, this was already endorsed by Gov. Manotoc to RDC.

He then expressed his appreciation to the initiative of the Administrator, with the possibility of the budget for the NTA building. He said we agree to the possibility of requesting the DPWH for probable financing of the building, as alternative measure/budget from DBM, and, therefore, the formulation of a resolution from the board for that purpose

The COS asked whether the resolution will be supporting the Administrator to explore possible funding with DPWH.

The Administrator said yes. He said, it is a lot different if the request is backed up by a resolution coming from the NTA Governing Board. It will carry a lot of weight.

The COS continued, so it will be authorizing the Administrator to explore and negotiate with DPWH for alternative funding for the NTA building. He then asked for any motion from any members of the board.

Director Casela responded, since he was the proponent of the resolution, he moved for the resolution providing authority to the Administrator to negotiate with DPWH for possible source of funding for the construction of NTA building. Director Trongco, seconded the motion.

The NTA Governing Board, therefore, adopted the resolution, as follows:

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**“BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT the NTA Governing Board authorizes the NTA Administrator/CEO, ROBERT VICTOR G. SEARES, JR., to explore and negotiate with the Department of Public Work and Highways (DPWH) for the alternative funding for the construction of the new 15-Storey NTA Building.”**

**UNANIMOUSLY APPROVED ....**

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- 2. REPORT/UPDATE ON THE FOLLOW-UP WITH AGENCIES RE REQUEST FOR STEP:**
- a. ENDORSEMENT OF STEP BY RDC
  - b. LEGISLATIVE ENACTMENT/ SUPPORT FOR THE STEP
  - c. CERTIFICATE OF BALANCE OF TOB. FUND/SAGF 151 WITH TREASURY
  - d. RE-COMPUTATION OF NTA SHARE WITH BIR

Moving another matters arising, the Administrator informed that pertaining to the STEP, the initial funding for the first year is PhP5.0 billion. It is hoped that through emissary this should be backed up by Senator Villar and Senator Imee. The COS agreed, we have to mobilize the Congress.

Director Casela clarified, that because of his activeness in pursuing the mandate of NTA, seemingly, he was already intervening with management function. He, therefore, would like to clear this with management because we have provincial managers to do that. With respect to Ilocos Norte, however, because of the close rapport with Provincial Governor, he requested the Hon. Administrator to forward recommendation requesting Hon. Mathew for the endorsement of the STEP to RDC. He said he also advised the provincial manager of NTA that there should be a periodic reporting of activities of NTA.

As there was no other comment on the STEP, the COS moved forward to another matter arising.

- 3. IMPROVEMENT IN THE DOCUMENTATION, REPORTING AND CERTIFICATION OF THE TOBACCO PRODUCTION OF BENEFICIARY LOCAL GOVERNMENT UNITS (LGUs), PURSUANT TO R.A. NOS. 7171 & 8240**
- a. BASED ON THE APPROVED 30-DAY EXTENSION (NEW PLAN/TIMETABLE)

Joint DA—NTA Memorandum Circular for the purpose was already submitted and discussed at the Board Committee level.

The proposed system has been intended to ensure security, integrity and transparency of the record of production and acceptances.

The proposal was recommended for further study and for consultation with the local government units (LGUs), tobacco buyers and farmers leaders.

Director Serna reported that area planted will be surveyed/validated using GPS. Atty. Ambros will present for final approval.

1 The COS asked what is the timetable for that and whether they submitted a  
2 program of work.

3  
4 Director Serna replied it is set January 16, securing of acceptances from  
5 traders until March.

6  
7 The COS reiterated the question on the timeline to which Director Serna  
8 replied until March.

9  
10 The COS said with March 2022 to finish, they just have to be sure about the  
11 LGUs because they are very vital. Otherwise they will complain.

12  
13 Director Casela related that year-in, year-out, a lot of problems have been  
14 experienced with LGU's regarding the share of 7171 and 8240 so, this is a  
15 critical matter. There was a discussion with Atty. Ambros in coming-up of a  
16 certification of the Hon. Secretary, with respect to the volume of production  
17 per LGU. It seems that the legal document is used in the determination of  
18 share of LGU's of RA 7171 and 8240. The responsibility of the NTA is to  
19 come-up with a measure per province, per municipality and therefore a year  
20 ago he proposed to the management, for the determination of level of  
21 production per municipality. He presented because scientifically, NTA can  
22 justify the level of production per type or sub-type. Another thing he pointed  
23 out was the need for the guideline in the validation of tobacco. In this regard  
24 he suggested that there should be a official representative from provincial  
25 government duly designated by the governor and for municipality and official  
26 designation of NTA and guideline should be established.

27  
28 The COS advised they have to write the details of guideline, how to push  
29 through with the process for the Members of the Board and Management be  
30 informed and guided. Addressing Atty. Ambros, the COS asked if he can  
31 you work on the details according to suggestion of Director Casela. Atty.  
32 Ambros answered, Yes, Sir, saying that all the suggestion and  
33 recommendation of the Governing Board will be incorporated in the  
34 implementing guidelines. They will revise as soon as possible and submit  
35 the re-drafted version again to the appropriate Committee of the Board

36  
37 Director Casela commented, there is a need to discuss the finalized?  
38 Guideline/proposal with LGUs, as this determines their share from 7171 and  
39 8240.


40  
41  
42 **4. STATUS REPORT: BIENNIAL TRIPARTITE CONFERENCE TO REVIEW/ ADJUST**  
43 **FLOOR PRICES OF VARIOUS TYPES OF TOBACCO FOR 2022 & 2023, BASED**  
44 **ON NEW ACTION PLAN**

- 45 a. PROVINCIAL CONSULTATIVE CONFERENCES (11-14 OCT 21)  
46 b. PRE-TRIPARTITE CONFERENCE TO COME UP WITH UNIFIED COST OF  
47 PRODUCTION/POSITION PAPER (21 OCT 2021)  
48 c. NATIONAL TRIPARTITE CONFERENCE (10-11 NOV. 2021)  
49

50 The COS opened asking for any update on the Pre-tripartite Conference.

51  
52 Director Serna reported that with the earlier presentations, they have  
53 already come-up with the farmers recommendation. Since they have 2 days  
54 more before the Tri-Partite Meeting, probably they can come up with better  
55 solution for the farmers and traders, for a better price of tobacco. That's all,  
56 Mr. Chair, he ended his report.

57  
58 With the COS asking for any comment, Director Cases responded. He said  
59 that the matter is very crucial again because it pertains to productivity or  
60 income of farmers because this will entail pricing of tobacco. He recalled the



1 report presented by Atty. Ambros during the Committee Meeting for the  
2 consultative conference. He noted the request of the farmers, as computed,  
3 the increase across the board per kilo is quite high, requesting for PhP64 or  
4 PhP84 increase, compared to the increase last Tri-Partite Conference (only  
5 PhP 2). He doubted the Traders pertaining to this and therefore suggested  
6 that in case of impasse, data should be prepared by NTA, with respect to  
7 increase, decrease or status quo, of the price being proposed.

8  
9 The COS asking for any comment, Director Martinez replied, NTA has its  
10 own estimate, the farmers have their own estimate and third party has their  
11 own estimate. This is the reason why it is called Tri-Partite. He asked how  
12 can we call it a Tri-Partite when the other party has not given their own  
13 estimate of the cost of production. He recalled that last committee meeting,  
14 he heard about the farmers and the NTA submitting their own cost of  
15 production, did not know whether the third party, the private sector,  
16 submitted theirs,


17  
18 Director Serna responded, we still have 2 Tri-Partite Meetings, for the last 2  
19 days, the traders will also attend. .

20  
21 The COS repeated, we have the traders, then asked to be more objective  
22 does NTA have the needed information. Director Casela clarified what the  
23 COS was asking was whether NTA is ready with the data for the estimation  
24 of the cost of production, which is one of the parameters in the  
25 determination of floor prices. Director Casela recalled that when asked by  
26 one member of the board during the Committee Meeting, Atty. Ambros  
27 affirmed that NTA has a data of cost of production, where he said there will  
28 be no increase, no decrease, too, so that is coming out today. Definitely,  
29 that will be refuted by particularly the farmers group, if we say there will be  
30 no increase in floor prices for next year. As Dir. Serna said the traders will  
31 participate in the Tri-Partite on Nov. 10 and 11, and that will be the time they  
32 will submit the estimate as to cost of production, probably Director Serna  
33 should do request an advance copy the traders estimated cost of production  
34 so that comes Nov. 10 and 11 more or less the NTA will have a comparison  
35 as to level of increase or decrease as to the propose floor prices for 2021-  
36 2022 crop year.

37  
38 The COS asked whether the suggestion was taken, so we need three  
39 (Tripartite) - the government, industry and farmers. Asking for other  
40 comments, Director Casela recalled he pointed to Atty. Ambros last time that  
41 the proposed PhP5 increase for all types of tobacco I notice that the  
42 improved flavor entails higher cost of production as compared to the neutral.  
43 With the proposed floor prices, the improved flavor tobacco should have  
44 better floor price as compared to neutral. The advocacy of traders as well as  
45 NTA right now is production of improved flavor. How can the farmers be  
46 convinced to plant more improved flavor tobacco if the price or prices is  
47 lower than the traditional. The fact is it will incur higher cost of production  
48 compared to traditional. He hoped Atty. Ambros has already the  
49 corresponding correction about this data submitted by the farmers group.  
50 Atty. Ambros should advice the farmers with respect to this.

51  
52 The COS affirmed, the observation of Dir. Casela is correct. With the  
53 proposed increase of prices why should neutral tobacco be more costly than  
54 the improved one, addressing Atty. Ambros.

55  
56 Atty. Ambros replied, the observation is duly noted. He said they will again  
57 gather the data from FTSD, to know how did it came out that the cost of  
58 production of neutral is higher than the improved flavor.  
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Director Casela asserted, the cost of production for improved flavor is higher than of the traditional. This entails a higher floor price improved flavor.

At this juncture, the DAOP informed that actually, we do not have yet the floor price for improved flavor Virginia and Burley. We only have floor prices for the traditional Virginia and Burley. This should be cleared for all. In fact, during the last consultative meeting, the farmers were asking NTA to provide floor prices for improved Virginia and improved Burley, considering this kind of tobacco are now the dominant crop in the region. This is the one they are asking from NTA. He concluded this is something to handle by the NTA Governing Board. He said he is informing the Board now.

**C. REQUEST OF MANAGEMENT FOR THE CONDUCT OF BIDDING FOR THE PROJECT: "SUPPLY AND DELIVERY OF 27 DESKTOP COMPUTERS AND 1 SERVER, FOR THE USE OF NTA CENTRAL AND BRANCH OFFICES, WITH THE APPROVED BUDGET FOR CONTRACT (ABC) OF PHP2,529,000.00"**

With the COS moving forward to the next item in the Agenda, the Administrator introduced that the Management is seeking approval for the conduct of bidding Supply and Delivery of 27 Desktop Computers and one Server for NTA Central Office and Branch Offices amounting PhP 2,429,000.00, which Director Trongco will present.

Director Trongco reported that the proposal was discussed during the Committee Meeting. The Desktop Computers are needed to facilitate to process to the branch offices and the server operating system which upgrade the system and to be able to run applications, to replace the unit acquired since 2015. As to the details of the cost: the desktop of 27 units, cost PhP77,000 each, amounting to a total of PhP2,029,000.00; and, one server, estimated PhP 450K. The grand total is PhP2,429,000.00. It is under the Capital Outlay of the Agency 2021 COB. Director Trongco ended respectfully endorsing the proposal for approval. Director Martinez seconded the motion.

For the purpose, the NTA Governing Board adopted the following resolution:

**RESOLUTION NO. 2094 - 2021**

**"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT the NTA Governing Board approves the request of Management for the conduct of bidding for the Project: "Supply and Delivery of 27 Desktop Computers and 1 Server for the Use of NTA Central and Branch Offices" with the Approved Budget for Contract (ABC) of PhP2,429,000.00**

**UNANIMOUSLY APPROVED ....**

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**D. RECOMMENDATION FOR THE AWARD OF CONTRACT FOR THE PROJECT: "SUPPLY AND DELIVERY OF FERTILIZERS, CROP PROTECTION AGENTS AND SUCKERIDE REQUIREMENTS FOR USE IN IFOIGAP-TOBACCO CONTRACT GROWING SYSTEM (TCGS) CROP YEAR 2021-2022" TO LEADS AGRICULTURAL PRODUCTS CORPORATION, WITH A BID OFFER OF PHP 110,968,636.00"**

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Introduced by the Administrator, Director Quintal presented that the item for consideration pertains to the purchase supply of fertilizers and crop protection agents including suckerides for use of IFOIGAP Tobacco Contract Growing System. He continued, that considering the urgency and timeliness of the acquisition these agricultural inputs to the quality of the products, he therefore moved for the approval of recommendation of management to supply and deliver the fertilizer of crop protection agent requirement for the IFOIGAP contract growing system for CY 2021-2022 to LEADS Agri. Prod. Inc. with a bid offer 110,960,636,000.00. Director Casela seconded the motion.

As there has no objection, the COS declared the recommendation for the award for the project is approved.

The NTA Governing Board adopted the following resolution, to wit:

**RESOLUTION NO. 2095 - 2021**

**“BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT**  
the NTA Governing Board approves the recommendation of Management of the Award of Contract for the project: “Supply and Delivery of Fertilizers, Crop Protection Agents and Suckericide Requirements for use in the IFOIGAP-Tobacco Contract Growing System (TCGS) CY 2021-2022” to Leads Agricultural Products Corporation, as the winning bidder, with a Single Calculated and Responsive Bid (SCRB) of Php110,968,636.00

**UNANIMOUSLY APPROVED ....**

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**E. RECOMMENDATION OF MANAGEMENT TO RESTRUCTURE THE PRODUCTION ASSISTANCE OF TOBACCO-FARMER-COOPERATORS OF THE IFOIGAP-RICE (WET SEASON CROP) 2021, WHO SUFFERED LOSSES DURING TYPHOON MARING**

As introduced by the Administrator, the Board Committee Chair on Research and Extension, Director Quintal together with the Chairman of Finance and Audit, Director Casela and of Risk Management, Director Trongco, will present.

Director Quintal reported that the damage to crops including tobacco and mostly rice, brought by Typhoon Maring last October, amounted to some PhP91M in the tobacco growing areas in the Philippines. Thus, upon assessment it was recommended that the management will restructure the production assistance that was extended to tobacco farmers for the IFOIGAP-Rice Wet Season for CY 2021, who suffered losses during the typhoon, payable in 7 years and without penalty.

The second is the provision of an incentive of **PhP2,000.00** for the affected farmers and the rest is the alternative crop that could be possibly planted to areas affected and inclusion of water in which case, tobacco will not be possibly planted. Those are the salient recommendation of Risk Management and the Research and Extension on the areas affected by ,00typhoon Maring in the provinces last October 10 and 11 2021, for the Board’s consideration.



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(The second recommendation discussed during the Committee Meeting pertains to the provision of assistance of PHP2,000 each to all the farmers (Emergency Cash Assistance Project (ECAP), earlier submitted to Senator Villar for inclusion in the NTA's appropriation for CY 2022, endorsed by /Secretary DAR.

The Administrator however said he is not sure it will pass the Bicameral Committee. Therefore, a letter was drafted, as an urgent, earnest appeal for a supplementary funding of PHP100 million for ECAP to DBM to come from NTA Tobacco Fund.. A draft of Hon. Secretary's endorsement to DBM was submitted for his signature.)

Director Casela commented on the report of Dir. Quintal that with respect to Financial aspect of the request, the recommendation of restructuring of loans of the farmers whose Rice crop damaged by typhoon Maring is suspended for 7 years, he, being the Chairman of the Finance Committee, recommended that NTA be consistent on policies passed by the Board with respect to restructuring of loans aside from Rice and other loaning program of NTA.

Director Trongco, expressed his agreement to the restructuring of loans recommended by Director Quintal and Director Casela, for the period of 7 years.

The COS inquired whether it is compliant with earlier Board Resolution on loans then ask if anybody would like to move for the adoption of the recommendation. Director Martinez moved and Director Casela seconded the motion to approve.

The NTA Governing Board adopted the following resolution, to wit:

**RESOLUTION NO. 2096 - 2021**

"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT the NTA Governing Board approves the recommendation of Management to restructure the Production Assistance of tobacco farmer-cooperators of the IFOIGAP-RICE (Wet Season) Crop for CY 2021, who suffered losses during Typhoon Maring, provided that it shall follow the provisions of the "Codification of Policy Resolutions in the Restructuring and/or Moratorium in the Payment of Production/Facility Assistance and Procedures" that the NTA Governing Board passed in CY 2019.

Provided further, that the second recommendation, to provide assistance of PHP2,000 each to all the farmers, under the Emergency Cash Assistance Project (ECAP), shall be for fund sourcing, primarily through a request from the Department of Budget and Management (DBM) for a supplemental funding of PHP100 Million, to come from the NTA's Tobacco Fund/SAGF 151.

**UNANIMOUSLY APPROVED ....**

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**F. CONFIRMATION OF SIXTEEN (16) APPLICANTS TO VACANT PLANTILLA POSITIONS, AFTER COMPLIANCE WITH THE REPUBLICATION/ RE-POSTING REQUIREMENT**

The Administrator, as Board Committee Chairman for Nomination, Remuneration and Personnel Administration, readily presented the report on Confirmation.

He said the Board Committed upon thoroughly evaluated and deliberated on the presentation by the Human Resource Selection and Promotion Committee. He informed the COS that the Board readily endorses the approval of the confirmation of top-ranked applicants, as recommended by the Honorable Administrator, after the presentation and discussion of the short-listed candidates.

As the Administrator started to present the result of evaluation and recommendation, the COS directed to no longer proceed with the enumeration, and asked for the motion to approve. The Administrator moved and Director Casela seconded the motion to approve the confirmation of all the 16 top applicants to the position.

The Governing Board therefore adopted for the purpose the following resolution

**RESOLUTION NO. 2097-2021**

"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT the NTA Governing Board confirms the appointment of the top - ranked applicants, as recommended by the Administrator, to the various vacant positions, at the different NTA Branch Offices, as follows:

- A. For NTA Isabela Branch Office (BO)
  - 1. Tobacco Production and Regulation Officer (TPRO I), Salary Grade (SG-11):
    - 1. EDGAR R. LAGASCA
    - 2. JONELY ROSE B. MANUEL
    - 3. MAE ANNE F. MINA
  - 2. Agriculturist 1, SG 11:
    - 1. JOEY A. PASCUAL
- B. For Cagayan BO, Agriculturist 1, SG 11:
  - 1. BRYANNE MARKE WILLIAM R. SIMEON
  - 2. ALJON M. AQUEBAY
- C. For NTA Batac BO.
  - 1. TPRO I POSITION, SG 11:
    - 1. JAN JAN A. GUDOY
    - 2. JUDITH ANN A. SARIAN
    - 3. JAZLYN D. OBIEN
  - 2. Agriculturist I, SG 11:
    - 1. DYNEL LOURENA C. BUMOCLI
    - 2. NESSA MARIE SUNIGA



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**D. For NTA La Union BO:**

1. Agriculturist I, SG 11:
  1. JOSEPH R. RAMOS
  2. MILDRED M. HIDALGO
  3. JEROME B. ALCANTARA
2. TPRO I, SG 11:
  1. CLARENCE M. LUCINA
  2. ARNEL M. ACOSTA

**UNANIMOUSLY APPROVED....."**

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**VI. OTHER MATTERS**

**A. APPROVAL OF MANAGEMENT'S REQUEST FOR APPROVAL OF THE BUDGET FOR PUBLIC BIDDING OF 75 HEADS OF BEEF CATTLE UNDER THE BEEF CATTLE PRODUCTION ASSISTANCE PROJECT (BCPAP), CY 2021, AMOUNTING TO PHP3,000,000.00"**

The Administrator presented the project informing the Board that this is based on the savings from earlier purchase of 500 beef cattle distributed to farmer. He clarified that this is not a repurchase as the time for same had elapsed. This will be a new bidding.

As there has no comment on the proposal, the COS asked for a motion to approve. Director Casela moved for its approval and Director Quintal seconded the motion.

The NTA Governing Board adopted the following resolution for the purpose:

**RESOLUTION NO. 2097-2021**

**"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT** the NTA Governing Board approves the Management's request for the approval of the budget for public bidding of 75 heads of beef cattle under the Beef Cattle Production Assistance Project (BCPAP), with Approved Budget for Contract (ABC) amounting to PhP 3,000,000.00"

**UNANIMOUSLY APPROVED....."**

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**B. PROPOSED SCHEDULE FOR THE 106<sup>TH</sup> SPECIAL BOARD MEETING: 25 NOVEMBER 2021 (2:00 PM)**

The COS advised that all heads of Agencies are required to attend the Management Committee Meeting at Philrice Nueva Ecija from 22 to 26 November 2021.

Verifying from the Appointments, the earliest possible schedule for the Hon. Secretary to attend will be 15 December 2021, but the Same will still be subject to confirmation, later.

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**VII. ADJOURNMENT**

As there has been no other matters to discuss, the COS officially adjourned the meeting at about 3:34 PM.

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**PREPARED AND CERTIFIED CORRECT:**



**REX ANTONIO P. TEOXON**  
Board Secretary V


**ATTESTED:**

**Hon. WILLIAM D. DAR, Ph.D.**  
*Secretary, Department Agriculture  
and Chairman, NTA Governing Board*

**Hon. ROBERT VICTOR G. SEARES, JR.**  
*Administrator/CEO  
and Vice-Chairman, NTA Governing Board*



**Hon. JESSE PAT M. SERNA**  
*Appointive Director, Tobacco Manufacturing Sector*




**Hon. WILFREDO C. MARTINEZ**  
*Appointive Director, Tobacco Farmers Sector*



**Hon. NESTOR C. CASELA**  
*Appointive Director, Academic Community Sector*

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**Hon. TEOFILDO R. QUINTAL**  
*Appointive Director, Tobacco Farmers Sector*

  
**Hon. DANILO C. TRONGCO**  
*Appointive Director, Tobacco Farmers Sector*

  
**Hon. WILSON R. VICTORIO**  
*Appointive Director, Tobacco Traders/Exporters Sector*

rapt 120421



**OFFICE OF THE NTA GOVERNING BOARD**

**ONE HUNDRED AND FORTY SEVENTH (147<sup>TH</sup>) REGULAR MEETING  
OF THE NTA BOARD OF DIRECTORS, HELD AT THE BOARD ROOM,  
3/F BEN-LOR BLDG., 1184 QUEZON AVENUE, QUEZON CITY  
29 DECEMBER 2021**

**PRESENT:**

<b>Adm. ROBERT VICTOR G. SEARES, JR.-</b>	<b>Vice-Chairman of the Board and Administrator/CEO</b>
<b>Dir. JESSE PAT M. SERNA</b>	<b>- Member, Manufacturing Sector</b>
<b>Dir. NESTOR C. CASELA</b>	<b>- Member, Academic Community Sector</b>
<b>Dir. WILFREDO C. MARTINEZ</b>	<b>- Member, Tobacco Farmers Sector</b>
<b>Dir. TEOFILO R. QUINTAL</b>	<b>- Member, Tobacco Farmers Sector</b>
<b>Dir. DANILO C. TRONGCO</b>	<b>- Member, Tobacco Farmers Sector</b>
<b>Dir. WILSON R. VICTORIO</b>	<b>- Member, Trader/Exporter Sector</b>

**OTHERS PRESENT:**

<b>Engr. CESARIO G. SAMBRANA</b>	<b>- OIC/Deputy Admin. for Operations</b>
<b>MR. BENEDICT SAVELLANO</b>	<b>- Deputy Admin. for Support Services</b>
<b>Atty. JUN FRED V. PARADO</b>	<b>- Legal Officer V, Office of the Admin.</b>
<b>Ms. FORTUNA C. BENOSA</b>	<b>- Manager, Corplan Department</b>
<b>Atty. ROHBERT A. AMBROS</b>	<b>- Manager, Regulation Department</b>
<b>Ms. DINAH E. PICHAY</b>	<b>- Manager, Internal Audit Service</b>
<b>Ms. PERLA C. MANZON</b>	<b>- HRM Officer V, Admin. Department</b>
<b>Engr. ALEX BORJE</b>	<b>- Chief, Leaf Regulation Division</b>
<b>Mr. RAMON R. MUNCAL</b>	<b>- Stenographer III</b>
<b>Mr. REX ANTONIO P. TEOXON</b>	<b>- Board Secretary V</b>

**HIGHLIGHTS OF THE MEETING**

**I. OPENING PRAYER**

Atty. Jun Fred V. Parado, OAD/Legal Officer V, led the opening prayer

**II. CALL TO ORDER**

In the absence of the Honorable Secretary of Agriculture, Chairman of the NTA Governing Board, who joined His Excellency, PRRD in the inspection of the typhoon-ravaged areas, the Honorable Administrator/CEO and Vice-Chairman of the NTA Governing Board presided the Board Meeting. He called the meeting to order at about 3:05 P.M..

**III. DETERMINATION OF QUORUM**

The Corporate Secretary reported that in addition to the Hon. Administrator and Vice-Chairman of the NTA Governing Board, the following Members of the Board of Directors are present for the meeting: Honorable Directors Nestor C. Casela, Teofilo R. Quintal, Jesse Pat M. Serna, Wilfredo C. Martinez, Wilson R. Victorio, and Danilo C. Trongco. He then declared that all the appointive members present, there is a quorum for the 147<sup>th</sup> Regular Meeting of the NTA Governing Board.



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**IV. APPROVAL OF THE AGENDA OF THE 147<sup>TH</sup> REGULAR MEETING OF THE NTA GOVERNING BOARD HELD THIS 29 DECEMBER 2021, AT THE BOARD ROOM, 3/F BEN-LOR BLDG., 1184 QUEZON AVENUE, QUEZON CITY**

There being a quorum, the Hon. Administrator introduced the Agenda and asked for any comment or motion for the approval of the Agenda of the 147<sup>th</sup> Meeting of NTA Governing Board December 29, 2021 here at the Board Room, Ben-Lor Q.C., to which Director Casela moved and Director Quintal seconded the motion.

The NTA Governing Board, therefore, adopted the following resolution for the purpose, to wit:

**RESOLUTION NO. 2098 – 2021**

**“BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT the NTA Governing Board approves the Agenda of the 147<sup>th</sup> Regular Meeting of the NTA Governing Board held this 29 December 2021, at he Board Room, 3/F Ben-Lor bldg., 1184 Quezon Avenue, Quezon City.”**

**UNANIMOUSLY APPROVED ....**  
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**V. FOR APPROVAL/CONFIRMATION/CONSIDERATION:**

**A. MINUTES OF THE 146<sup>TH</sup> REGULAR MEETING OF THE NTA GOVERNING BOARD HELD ON 08 NOVEMBER 2021 AT THE BOARD ROOM, /F BEN-LOR BLDG., 1184 QUEZON AVENUE, QUEZON CITY**

With the Agenda approved, the Hon. Administrator asked for comments and or any motion to approve the minutes of the previous meeting.

Director Victorio moved for the approval of the minutes of the 146<sup>th</sup> Regular Meeting. Director Serna seconded the motion.

The NTA Governing Board adopted the following resolution:

**RESOLUTION NO. 2099 – 2021**

**“BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT the NTA Governing Board approves the Minutes of the 146<sup>th</sup> Regular Meeting of the NTA Governing Board held on 08 November 2021, at the Board Room, 3/F Ben-Lor Bldg., 1184 Quezon Avenue , Quezon City .”**

**UNANIMOUSLY APPROVED ....**  
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**B. MATTERS ARISING FROM THE MINUTES OF THE PREVIOUS MEETINGS:**

**1. REPORT UPDATE ON THE EXPLORATION/NEGOTIATION FOR ALTERNATIVE FUNDING FOR THE CONSTRUCTION OF NEW NTA BUILDING WITH DPWH**

With the Office of the Administrator (OAD) as the main responsible office, the Hon. Administrator reported that, as has been reported in the Committee Meeting, there is already an assurance of a budget of Php200M to start the construction of the NTA building with the DPWH. No funds will be coming from the Republic Act No. 4155 and the bidding will be at the DPWH. As has always been told by our beloved Senators, we should not use the funds for the construction of the building. The Administrator said

1 that through his representation, he has done everything to take the construction of the  
2 NTA building out of the NTA's responsibility, save for our engineering consultants for  
3 the construction. Until last Sunday, the General Appropriation Act (GAA) has not been  
4 signed by the President.  
5

6 Asking for any discussion of support, Director Casela conveyed his thoughts that the  
7 sourcing of funds, at this point in time, funds coming from the DPWH, because  
8 seemingly, we have a budget from RA 4155 that is PhP200M for the construction of the  
9 building.(?).  
10

11 The Hon. Administrator affirmed, saying he has been patiently waiting for what or how  
12 much fund will be given. But this time, there will be no more question as the funds will  
13 come from the NG (National Government). He continued, right now what we can say is  
14 for us to just continue with our work and to prepare NTA.  
15

16 **2. REPORT/UPDATE ON THE FOLLOW UP WITH AGENCIES RE REQUEST**  
17 **FOR THE STEP:**

- 18 a. SUBMISSION/CERTIFICATE OF BUDGET INCLUSION, CERTIFICATE OF  
19 BALANCE;  
20 b. APPLICATION FOR MULTI-YEAR OBLIGATIONAL AUTHORITY (MYOA);  
21 c. ENDORSEMENT OF STEP BY THE RDC; AND,  
22 d. LEGISLATIVE ENACTMENT/SUPPORT FOR THE STEP.  
23

24 Introduced by the Hon. Administrator, Budget Chief Rey Aquino reported that the  
25 Certificate of Budget Inclusion and the Multi -Year Contractual Operation will be  
26 prepared, may be by March 2022, but it will be included in the NTA budget for 2023.  
27 So, our budget for the STEP and the NTA building will also be included in the APB  
28 (Agency Plan and Budget) for 2023, subject to the Board's approval. The CBI MYCA  
29 will be included in the approval with the APB.  
30

31 Asked by the Administrator whether he has already a copy of the budget for 2022,  
32 Mr. Aquino informed that the NTA's budget for 2022 was already approved with  
33 the PhP505 M plus the PhP50M earlier announced by the Hon. Administrator for  
34 a total of PhP555M, but there is no GAA yet.  
35

36 The Administrator reiterated that the PhP50M of Senator Bong Go was already there.  
37 Mr. Aquino explained that it will be included in the GAA, and not in the Special Provision  
38 like the RA 4155. The PhP50M from Senator Bong will be included in the GAA and will  
39 be subject to approval by the President.  
40

41 With the Hon. Administrator asking for anymore discussion, the Corporate Secretary  
42 commented that with the Budget Chief's statement that the Certificate of Budget  
43 Inclusion (CBI) and other requirements will be prepared in March 2022, needs to be  
44 reconciled with the overall calendar for preparation and submissions (of request). He  
45 thinks we have to submit same ASAP to already serve as reference for request. In any  
46 case, this has to be discussed with Corplan for the calendar of preparation and  
47 submission. The Budget Chief agreed, with the information that the DBM does not also  
48 have a calendar up to this time. We have to reckon with the schedule of the  
49 Administrator that as soon as he can have the necessary computation, we can proceed  
50 with the work (request?).  
51

52 Pertaining to the request from the RDC, the Hon. Administrator informed that NTA  
53 continues to work out, seek for their endorsement. He then asked out of the regions,  
54 how many endorsement have we got. It was reported that per Director Casela's report,  
55 it was Ilocos Norte which submitted. The Administrator said we need the endorsement  
56 of Regions I and CAR. At this point, the OIC/DAOP informed that they have presented  
57 the STEP in Region I and were advised that they will favorably endorse the STEP. In  
58 addition, Ms. Benosa was advised that if the budget is more than PhP2Billion, it has to  
59 pass through ECC NEDA.  
60

61 At this juncture, the Hon. Administrator cut the discussion short and directed the  
62 Corporate Secretary to provided the status report for every region, to know which have/  
63 have not endorsed the STEP. As we are preparing for our NEP/budget. The  
64 Administrator informed, he was advised by the DBM, we can include our budget in the  
65 NEP and have our Congressmen sponsor the budget. He said his understanding is it

1 will not be given if there is no endorsement. The PHP20 Billion we are asking will not  
2 be included. The Corporate Secretary should provide us with the report which  
3 provinces have given their endorsement, so that we can work out with the remaining  
4 LGUs, at the time when we go to the different branch offices.  
5

6 **3. REPORT ON THE RESULT OF THE BIENNIAL TRIPARTITE CONFERENCE TO**  
7 **REVIEW/ ADJUST FLOOR PRICES FOR THE VARIOUS TOBACCO TYPES**  
8 a. **FOR APPROVAL: MEMORANDUM CIRCULAR NO. 002, S 2021, ADOPTING THE NEW**  
9 **FLOOR PRICES FOR VIRGINIA, BURLEY, NATIVE TOBACCO TYPES FOR TRADING**  
10 **YEARS 2022 AND 2223**  
11

12 Introduced by the Hon. Administrator, Director Victorio reported that last  
13 Committee Meeting, the Memorandum of Agreement (MOA), as reported by the  
14 OIC/DAOP have been signed by the major traders, except for two tobacco  
15 traders. Nevertheless, these are still being followed up by the Office of the  
16 Deputy Administrator for Operations but nevertheless, since, this is already  
17 included in the agenda, Director Victorio moved that the MOA, MC No. 002-  
18 2021, containing the tobacco floor prices for 2022-2023 be approved.  
19

20 At this juncture, the Corporate Secretary commented that while the MC 002 is  
21 correct, except however for the "improved and neutral flavor" they placed in the  
22 virginia and burley (sub-title), which are not indicated in the MOA signed by the  
23 stakeholders. In addition, in the report of operations, they said they recommend  
24 to have a separate floor price for Improved flavor virginia and burley. To  
25 reconcile, we have to delete "improved" to be faithful to the MOA and be  
26 consistent with the earlier report and recommendation. Director Victorio replied  
27 maybe it may not matter, they are basically the same and may just be  
28 considered a vocabulary error. Addressing the Chair, Director Quintal stated  
29 that with that recommendation of Mr. Teoxon to delete improved tobacco,  
30 meaning that price is good for Neutral Tobacco and it follows so. He declared  
31 he is seconding the motion to approve by Director Victorio, to be included the  
32 suggestion of Mr. Teoxon. He reiterated "I seconded".  
33

34 The NTA Governing Board adopted the following resolution for the purpose, to  
35 wit:  
36

37 **RESOLUTION NO. 2100 – 2021**  
38

39 **"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT** the  
40 **NTA Governing Board approves the Memorandum Circular No. 002,**  
41 **series of 2021, Adopting the Floor Prices for the Virginia, Burley and**  
42 **Native Tobacco Types for the Trading Years 2022 and 2023, as**  
43 **amended, attached as "Annex A", based on the observation by the**  
44 **Corporate Secretary, to be faithful with the signed Memorandum of**  
45 **Agreement and consistent with its written report and**  
46 **recommendation."**  
47

48 **UNANIMOUSLY APPROVED ....**  
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52 **C. CONFIRMATION OF FIFTEEN (15) APPLICANTS TO THE VACANT**  
53 **PLANTILLA POSITIONS, AFTER COMPLIANCE WITH THE**  
54 **REPUBLICATION / RE-POSTING**  
55

56 Moving forward to the confirmation of the applicants to the vacant plantilla  
57 positions, the Administrator, as the Chairman of the Nomination, Remuneration  
58 and Compensation Committee, proceeded to submit, for the consideration  
59 approval of the Board, the shortlist of the candidates for different positions at the  
60 NTA.

1  
2 He explained that the vacant plantilla positions had been re-published at the CSC  
3 and NTA websites. The shortlist had been deliberated upon, discussed, and  
4 approved by the Committee on Nomination, Remuneration during the last  
5 Committee meeting with all the members present. He said that the documents  
6 submitted by the HRMP are in order and in compliance with the rules and policy of  
7 the Omnibus Rules on Appointment and Other Human Resource Actions. Finally,  
8 the shortlist had been deliberated upon and approved by the Board Committee  
9 concerned during the committee meeting last December 28. In view of the  
10 foregoing, the Administrator, as Chairman of the Committee, most respectfully  
11 moved for the approval of the request for confirmation of the following  
12 recommended applicants to their respective plantilla positions, he enumerated as  
13 follows: 1. with the position of Project Manager II, SG 25, Project Management  
14 Office, Mr. Roger Madriaga; 2. for the position of Department Manager III, SG-26,  
15 Ms. Myrna Lozano; 3. Department Manager III, Isabela Branch Office, Mr.  
16 Geoffrey Bautista; 4. Department Manager III, SG 26, Administrative Dept., Ms.  
17 Perla Manzon; 5. Market Specialist IV, SG 22, IRD, Mr. Aldrex Abisu; 6. Senior  
18 Tobacco Production and Regulation Officer, SG-18, Ms. Myrna Galaraga; 7.  
19 Tobacco Production and Regulation Officer III, SG-15, Ilocos Norte Branch Office,  
20 Ms. Rosemarie Soriano; 8. Tobacco Production and Regulation Officer III, SG-15,  
21 Vigan Branch Office, Mr. Victor Valledor; 9. Agriculturist II, SG-15, Ilocos Norte  
22 Branch Office, Ms. Angela Lacamora; 10. Agriculturist II, SG-15, La Union Branch  
23 Office, Ms Leni Arciaga; 11. Agriculturist II, Cagayan Branch Office, Mr. Cesar  
24 Cambas Jr.; 12. Cashier II, SG 14, Ilocos Norte Branch Office, Helen Grace  
25 Frianeza; 13. Tobacco Production and Regulation Office I, SG-11, Pangasinan  
26 Branch Office, Mr. Venbel Echalar; 14. Computer Operator II, SG 9, Ilocos Norte  
27 Branch Office, Ms. Zenaida Tabije; and, 15. Computer Operator II, SG 9, La  
28 Union Branch Office, Ms. Carolyn Natan.

29  
30 With the Administrator asking for any discussion or a motion to approve, Director  
31 Casela moved and Director Trongco seconded the motion, for the confirmation of  
32 the 15 top applicants to the vacant plantilla positions, after compliance with the  
33 publication and corresponding processes.

34  
35 For the purpose, the NTA Governing Board adopted the following resolution, to  
36 wit:

37  
38 **RESOLUTION NO. 2101 – 2021**

39  
40  
41 **"BE IT RESOLVED, AS IT IS HEREBY RESOLVED,**  
42 **THAT** the NTA Governing Board confirms the appointment of the  
43 fifteen (15) top ranked candidates, as recommended by the  
44 Administrator, to the various vacant plantilla positions in the NTA  
45 Central and Branch Offices, as follows:

- 46  
47 1. PROJECT MANAGER II, Salary Grade (SG) 25, Project  
48 Management Office: **ROGER T. MADRIAGA;**  
49  
50 2. DEPARTMENT MANAGER III, SG-26, Industrial Research  
51 Department (IRD): **MYRNA Q. LOZANO;**  
52  
53 3. DEPARTMENT MANAGER III, SG-26, NTA Isabela Branch  
54 Office: **JEOFREY T. BAUTISTA;**  
55  
56 4. DEPARTMENT MANAGER III, SG 26, Administrative  
57 Department:  
58 **PERLA C. MANZON;**  
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- 5. MARKET SPECIALIST IV, SG 22, IRD: **ALDREX L. AVISO;**
- 6. SENIOR TOBACCO PRODUCTION AND REGULATION OFFICER, SG 18, NTA Pangasinan Branch Office: **MYRNA GALARAGA;**
- 7. TOBACCO PRODUCTION AND REGULATION OFFICER III, SG 15, NTA Ilocos Norte Branch Office: **ROSEMARIE T. SORIANO;**
- 8. TOBACCO PRODUCTION AND REGULATION OFFICER III, SG 15, NTA Vigan Branch Office: **VICTOR V. VALLEDOR;**
- 9. AGRICULTURIST II, SG 15, NTA Ilocos Norte Branch Office: **MAE ANGELA U. LACAMORA;**
- 10. AGRICULTURIST II, SG 15, NTA La Union Branch Office: **LENI M. ARCIAGA;**
- 11. AGRICULTURIST II, SG 15, NTA Isabela Branch Office: **CESAR P. CAMBAS, JR.;**
- 12. CASHIER II, SG 14, NTA Ilocos Norte Branch Office: **HELEN GRACE A. FRIANEZA;**
- 13. TOBACCO PRODUCTION AND REGULATION OFFICER I, SG 11, NTA Pangasinan Branch Office: **VENBEL V. ECHALAR;**
- 14. COMPUTER OPERATOR II, SG 9, NTA Ilocos Norte Branch Office: **ZENAIDA P. TABIJE; and,**
- 15. COMPUTER OPERATOR II, SG 9, NTA La Union Branch Office: **CAROLYN P. NATAN.”**

**UNANIMOUSLY APPROVED ....**  
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The Administrator conveyed his congratulations to the confirmed appointees. Then, he asked the OIC/Administrative Manager how many more have to be confirmed, out of the 108 vacancies that were published. Ms. Manzon reported that out of the 108 total vacancies that were published, 94 have already been confirmed, leaving some 14 more to be confirmed.

Ms. Manzon continued that considering that we already had 3 in the Candon Branch Office and Budget Analyst II, IRD?, we may already consider ourselves to have achieved the targeted filling up of 108 vacancies by December 31, 2021. Therefore, we will just be waiting for the applicants to the vacant positions.

The Administrator concluded, he is sure the Honorable Secretary is very happy with the result.

**D. RECONSTITUTION OF BOARD COMMITTEES IN CONSIDERATION OF THE COMMENTS FROM THE GOVERNANCE COMMISSION FOR GOCC'S**

Right after the introduction by the Hon. Administrator of the agenda item, **Director Quintal**, saying that this has been discussed during the Joint Committee Meeting, and no member has registered any objection to the proposal presented by the



1 Administrator, moved for the approval of the Reconstituted Board Committees as  
2 proposed. Director Serna seconded the motion.  
3

4 (It may be noted herewith the following inputs concerning the proposal:  
5

6 The Governance Commission for GOCCs (GCG) in its letter of 29 October 2021,  
7 commented that:  
8

- 9 1. The Administrator cannot be a member of any committee with "audit"  
10 function/responsibility; and,  
11
- 12 2. The Governance Committee must be chaired by the Honorable Secretary of  
13 Agriculture/Chairman of the Board of Directors.  
14

15 GCG also implore the Honorable Secretary to already designate the senior  
16 official of the DA as ex-officio member of the NTA Board of Directors, pursuant  
17 to Section 2 of Executive Order No. 245 (NTA Charter).  
18

19 In response to the above, the Honorable Administrator, through its Memorandum to  
20 the Honorable Secretary of Agriculture, recommended for the following:  
21

- 22 1. the designation of the Hon. Undersecretary-designate and Chief of Staff, Dr.  
23 Leocadio S. Sebastian, CESO I, as the Senior DA Official, duly designated  
24 by the Secretary, as Ex-Officio Member of the NTA Board of Directors; and,  
25
- 26 2. the reconstitution of the Board Committees:
  - 27 a. With the Honorable Secretary, as the Chairman of the Corporate  
28 Governance Committee, with the DA Senior Official/Ex-officio Member,  
29 as member, together with the Administrator/CEO and the old Chairman of  
30 the Committee; and,  
31
  - 32 b. The Board Committee on Risk Management, Legal Matters and Properties,  
33 was split into: 1) Board Risk Management Committee; and, 2) Board Legal  
34 Matters and Properties Committee.  
35

36 During the Joint Board Committee Meeting of 14 December 2021, the Hon.  
37 Administrator presented the proposal to the NTA Governing Board, which  
38 endorsed the same for approval in its 147<sup>th</sup> Regular Meeting.)  
39

40 The NTA Governing Board adopted for the purpose the following resolution:  
41

42 **RESOLUTION NO. 2102 – 2021**  
43

44 **"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT**  
45 **the NTA Governing Board approves the Reconstitution of the**  
46 **Board Committees, as recommended, in consideration of the**  
47 **observation of the Governance Commission for GOCCs**  
48 **(GCG), as follows:**  
49

- 50 1. **Committee on Corporate Governance**  
51 **Chairman: Sec. William D. Dar, Ph.D.**  
52 **Members: Usec. Leocadio S. Sebastian, Ph.D.**  
53 **Admin./CEO Robert Victor G. Seares, Jr.**  
54 **Dir. Wilfredo C. Martinez**  
55
- 56 2. **Committee on Board Audit and Finance**  
57 **Chairman: Dir. Nestor C. Casela**  
58 **Members: Dir. Teofilo R. Quintal**  
59 **Dir. Wilfredo C. Martinez**  
60 **Dir. Wilson R. Victorio**  
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- 3. **Committee on Research and Extension**  
**Chairman:** Dir. Teofilo R. Quintal  
**Members:** Dir. Nestor D. Casela  
Dir. Danilo C. Trongco  
Admin/CEO Robert Victor G. Seares, Jr.
  
- 4. **Committee on Trading Operations and Regulations**  
**Chairman:** Dir. Wilson R. Victorio  
**Members:** Dir. Jesse Pat M. Serna  
Dir. Wilfredo C. Martinez  
Dir. Teofilo R. Quintal
  
- 5. **Committee on Nomination, Renumeration and Personnel Administration**  
**Chairman:** Admin/CEO Robert Victor G. Seares, Jr.  
**Members:** Dir. Nestor D. Casela  
Dir. Jesse Pat M. Serna  
Dir. Danilo C. Trongco
  
- 6. **Committee on Corporate Social Responsibilities, Public Relations, Public Safety and Security**  
**Chairman:** Dir. Jesse Pat M. Serna  
**Members:** Dir. Danilo C. Trongco  
Dir. Wilfredo C. Martinez  
Dir. Wilson R. Vittorio
  
- 7. **Committee on Risk Management**  
**Chairman:** Dir. Danilo C. Trongco  
**Members:** Admin/CEO Robert Victor G. Seares, Jr.  
Dir. Jesse Pat M. Serna  
Dir. Wilson R. Victorio
  
- 8. **Committee on Legal Matters and Properties**  
**Chairman:** Dir. Wilfredo C. Martinez  
**Members:** Dir. Teofilo R. Quintal  
Dir. Nestor D. Casela  
Dir. Danilo C. Trongco.”

UNANIMOUSLY APPROVED ....  
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**VI. OTHER MATTERS**

The Hon. Administrator moving forward to Other Matters, the Corporate Secretary informed that the proposed schedule for the 148<sup>TH</sup> Regular Board Meeting will be on 13 January 2022, 2:00 PM (Thursday).

The Hon. Administrator asked for the date of the Committee Meeting, prior to the Board Meeting, to which the Corporate Secretary replied 12 January 2022.

The Hon. Administrator declared that with the easing of the pandemic can go back our normal routine (to the original schedules for the Board and Committee meetings). He therefore suggested that before they go to “face to face” Board and Committee meetings in 2022, we should have our booster vaccination shots first.

Director Casela agreed to the proposition in negating health hazard, saying that he for one has not gotten the booster shot yet. There is no notification yet

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from his City Mayor. He therefore suggested that if possible, we can request our Quezon City Officer for the booster shots.

The Hon. Administrator, at this point, directed Ms. Perla Manzon to take note of the request of the Honorable Board Members. They should be prioritized and if possible within the first week of January already. We should advise the QC Government, even for our dual citizens first. Give them (the Board) the schedule so that they can travel ASAP, so that we can go back to our normal routine. In which regard, Director Casela suggested that, as the Board Meeting will be on the 13th January, we can possibly request the officials, that the booster shot should be administered during the Committee meeting or on the 12<sup>th</sup> January.

The Hon. Administrator suggested, he hoped it will be Pfizer. He said we will prioritize the Directors of the NTA.

**VII. ADJOURNMENT**

As there has no more other matters to discuss, the Administrator asked for a move for adjournment. Director Quintal moved and Director Victorio seconded the motion.

The Hon. Administrator officially adjourned the meeting at 3:55 P.M..

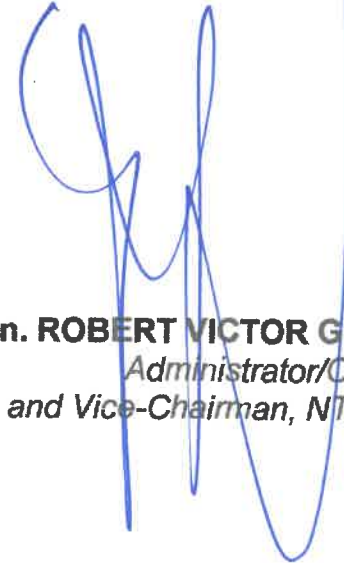
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**PREPARED AND CERTIFIED CORRECT:**

  
**REX ANTONIO P. TEOXON**  
Board Secretary V

**ATTESTED:**

  
**Hon. WILLIAM D. DAR, Ph.D.**  
*Secretary, Department Agriculture  
and Chairman, NTA Governing Board*

  
**Hon. ROBERT VICTOR G. SEARES, JR.**  
*Administrator/CEO  
and Vice-Chairman, NTA Governing Board*

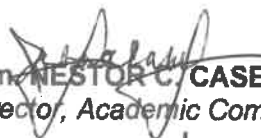
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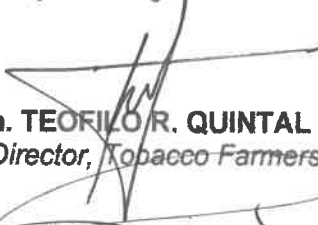
**Hon. JESSE PAT M. SERNA**  
*Appointive Director, Tobacco Manufacturing Sector*



**Hon. WILFREDO C. MARTINEZ**  
*Appointive Director, Tobacco Farmers Sector*



**Hon. NESTOR C. CASELA**  
*Appointive Director, Academic Community Sector*



**Hon. TEOFILO R. QUINTAL**  
*Appointive Director, Tobacco Farmers Sector*



**Hon. DANILO C. TRONCO**  
*Appointive Director, Tobacco Farmers Sector*



**Hon. WILSON R. VICTORIO**  
*Appointive Director, Tobacco Traders/Exporters Sector*